



Big Bear Fire Authority

BIG BEAR FIRE AUTHORITY
June 11, 2024, Regular Board Meeting
5:00 p.m.

BOARD OF DIRECTORS

Board Chair Larry Walsh
Vice Chair Kendi Segovia
Director Michael Eagleson
Director Rick Herrick
Director Perri Melnick
Director Randall Putz
Director Bob Rowe
Director John Russo
Director Al Ziegler

STAFF

Fire Chief Jeff Willis
Acting Assistant Chief/Fire Marshal Luke Wagner
Director of Business Services Kristin Mandolini
Board Secretary Chardelle Smith
Authority Counsel Joseph Sanchez
Assistant Authority Counsel Nicholas Norvell

NOTICE IS HEREBY GIVEN, that a Regular Meeting of the Big Bear Fire Authority will be held on Tuesday, June 11, 2024, at 5:00 p.m. This meeting will be held at the Big Bear Fire Department, Station 281, located at 41090 Big Bear Boulevard, Big Bear Lake, CA; said meeting being called pursuant to Section 54953 of the Government Code of the State of California to consider the following matters:

OPEN SESSION

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed:

- Thursday, July 4, 2024, in observance of Independence Day and will reopen on Monday, July 8, 2024.

The department is coordinating with LifeStream Blood Bank to host a blood drive at Station 281, tentatively scheduled for July 19, 2024.

Big Bear Professional Firefighters' Association is hosting their annual golf tournament, "Sink Some for Charity," on August 25, 2024, with a 9:00 a.m. shotgun start at Bear Mountain Golf Course.

PRESENTATIONS

- Assistant Chief/Fire Marshal Maltby Retirement Recognition
Speaker: Jeff Willis

DIRECTORS' GENERAL ANNOUNCEMENTS – Comments shall pertain to items not on the posted agenda and are limited to three minutes per Authority Member.

GENERAL PUBLIC COMMENT - *Members of the public who wish to comment on topics not included on the agenda or comment on agenda items are invited to provide comments. Please note that State law prohibits the Authority from taking action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board; this time limit may be shortened by the Chair to accommodate a large number of speakers.*

CHIEF'S REPORT

FINANCE OFFICER'S REPORT

Speaker: Kristin Mandolini, Director of Business Services

FIRE AUTHORITY CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 03/01/24 through 03/31/2024 in the amount of \$678,342.91.**
- FA2. Approval of Meeting Minutes from the April 9, 2024, Regular Meeting of the Big Bear Fire Authority.**
- FA3. Approval of Meeting Minutes from the April 17, 2024, Board Workshop Meeting of the Big Bear Fire Authority.**
- FA4. Receive and File Big Bear Fire Department Monthly Activity Report for February, 2024.**
- FA5. Ordinance No. BBFA2023-002 Cost Recovery Fees and Charges Code Permits Soft Implementation**
- FA6. Memorandum of Understanding Between Big Bear City Community Services District and Big Bear Fire Authority**

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARING

Any person can be heard in support or opposition to the proposals at the time of the meeting. If you challenge the action in court, you may be limited to raising only those issues which you or someone else raised at the public meeting described in the notice or in written correspondence delivered to the Fire Authority at or before the public meeting.

FA7. Proposed Resolution No. BBFA2024-003 to Adopt the Fiscal Year 2024-2025 Big Bear Fire Authority Budget

Board consideration of conducting a Public Hearing to approve Resolution No. BBFA2024-003 adopting the Big Bear Fire Authority Budget for Fiscal Year 2024-2025.

Speaker: Senior Finance Officer Kristin Mandolini

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA8. Proposed Resolution BBFA2024-005 Authorizing Ambulance Service Fee Increase

Board consideration of approving Resolution BBFA2024-005 that increases Ambulance Service Fees for Big Bear Fire Authority.

Speaker: Senior Finance Officer Kristin Mandolini

FA9. Tax And Revenue Anticipation Note from First Foundation Bank

Board consideration of adopting Resolution No. BBFA2024-004 and authorizing to enter into agreement between the Authority and First Foundation Bank for borrowing of funds for fiscal year 2024-2025.

Speaker: Speaker: Senior Finance Officer Kristin Mandolini

FA10. Appointment of Paid Call Technical Specialist as a Returning Retiree

Board consideration of adopting Resolution No. BBFA2024-006 and authorizing appointment of a returning retiree as a Paid Call Technical Specialist.

Speaker: Jeff Willis

FA11. Big Bear Fire Authority Regular Meetings Once a Month

Board consideration to discuss and provide further direction to staff regarding scheduling regular board meetings every month, rather than bi-monthly

Speaker: Jeff Willis

FA12. Reserve Policy

Board consideration to discuss and provide further direction to staff regarding a reserve policy.

Speaker: Jeff Willis

FA13. Mission, Vision, Core Values, and Motto Statements

Board consideration to review and approve the draft mission, vision, core values, and motto statements brought forward from the Ad Hoc Strategic Planning Committee.

Speaker: Director Putz

FA14. Strategic Planning Approach

Board consideration to review and discuss the other financial resources brought forward from the Ad Hoc Strategic Planning Committee.

Speaker: Director Putz

COMMITTEE REPORTS

An Ad Hoc Strategic Planning Committee meeting was held on:

- April 30, 2024 and May 28, 2024
 - In attendance was Director Eagleson, Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Jon Bidwell, Glenn Schwartzman, and Andrew Crane.

DIRECTORS' CLOSING COMMENTS

CLOSED SESSION PUBLIC COMMUNICATIONS: (Any member of the public is entitled to speak on Closed Session Agenda item. If you wish to address any other items listed on the Agenda, you must do so during Open Session.)

CLOSED SESSION

- 1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
No. of cases: 1
- 2. Public Employee Performance Evaluation (Government Code §54957)**
Title: Fire Chief

REPORT FROM CLOSED SESSION

ADJOURN

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 6th day of June, 2024.



Chardelle Smith
Board Secretary

The Big Bear Fire Authority wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Chardelle Smith at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: CHIEF'S REPORT

Apparatus

The new Tower (ladder truck) and the new ME-282 have had radios and technology installed by Johnson Equipment as of May 30, 2024. South Coast Fire Equipment (SCFE) will be picking up both apparatus at the beginning of next week and performing any remaining final delivery repairs and final tool mounting work at their facility. The final delivery is anticipated to be 6-8 weeks.

Delivery date for the new Braun Ambulance is February of 2025.

Prevention

Fire Hazard Abatement Notices have been mailed to all property owners as of May 31, 2024. The office has begun receiving phone call inquiries from property owners. Public messaging has begun through local media sources.

Oscar Villanueva has been hired as the new Fire Prevention Inspector and has begun orientation with the Fire Marshal. First inspections are scheduled to begin on June 25th.

An application was submitted to the State Board of Forestry to be identified as a Fire Risk Reduction Community. The application was accepted and has been recommended to go to the Resource Protection Committee for possible approval. The basis for this recommendation was the years of previous community risk reduction effort such as shake shingle roof replacement, annual hazard abatement, curbside chipping, hazardous tree removal, and other programs.

The benefit of being on the Fire Risk Reduction Community List is that it will place Big Bear Fire Department on a priority list for local assistance grant funding applicants. These are Wildfire Prevention grants that provide funding for programs such as Hazardous Fuels Reduction, Wildfire Prevention Planning and Wildfire Prevention Education. These grant opportunities will allow us to continue our efforts in wildfire hazard reduction and greatly aid in community wildfire safety.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Kristin Mandolini, Director of Business Services *KM*

SUBJECT: MARCH 2024 YTD FINANCE REPORT

MARCH YTD FINANCIALS – 75% Through the Year

Big Bear Fire Authority

Revenues

- Revenues are at 68% of our YTD budget as of 3/31/24. The second installment of property taxes was received in April.

Expenses

- Expenses are over budget by 2% as the result of having three payrolls occur in the month of March.

Big Bear Fire Authority
Operating Budget Variance Report
March 31, 2024

	Annual Budget	YTD Total	Variance	%
<i>Revenue</i>				
Property Tax Revenue	12,939,524	8,709,591	(4,229,933)	67%
Current Service Charges	5,291,592	3,742,356	(1,549,236)	71%
Interagency Revenues	1,020,207	654,897	(365,310)	64%
Use of Money and Property	82,306	54,059	(28,247)	66%
Other Revenue	4,900	8,013	3,113	164%
Total Revenue	19,338,529	13,168,916	(6,169,613)	68%
<i>Expenses</i>				
Salaries & Benefits	15,401,670	12,053,318	(3,348,352)	78%
Supplies	335,232	234,945	(100,287)	70%
Professional Services	1,047,526	736,622	(310,904)	70%
Maintenance and Equipment	999,821	776,661	(223,160)	78%
Utilities	231,800	151,420	(80,380)	65%
Other Expenditures	707,425	467,868	(239,557)	66%
Total Expenses	18,723,474	14,420,834	(4,302,640)	77%
Capital Expenditures	325,000		(325,000)	0%

Accounts Payable

Checks by Date - Detail by Check Number

User: kmandolini
 Printed: 4/23/2024 3:21 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	02EDD	California State Employment Development PR Batch 00001.03.2024 State Income Tax PR Batch 00001.03.2024 State Unemployment I	03/13/2024 PR Batch 00001.03.2024 Stat PR Batch 00001.03.2024 Stat	15,413.96 134.00
Total for this ACH Check for Vendor 02EDD:				15,547.96
ACH	IRS	Department Of Treasury PR Batch 00001.03.2024 Medicare PR Batch 00001.03.2024 Federal Income Tax PR Batch 00001.03.2024 Medicare Employer	03/13/2024 PR Batch 00001.03.2024 Med PR Batch 00001.03.2024 Fede PR Batch 00001.03.2024 Med	4,465.15 39,289.52 4,465.15
Total for this ACH Check for Vendor IRS:				48,219.82
ACH	WinsL FEBSState2024a	Scanner 1 FS284 APR-JUN Rent	03/13/2024	9,230.96
Total for this ACH Check for Vendor WinsL:				9,230.96
ACH	02EDD	California State Employment Development PR Batch 00004.03.2024 State Income Tax PR Batch 00003.03.2024 State Unemployment I PR Batch 00002.03.2024 State Income Tax PR Batch 00003.03.2024 State Income Tax	03/26/2024 PR Batch 00004.03.2024 Stat PR Batch 00003.03.2024 Stat PR Batch 00002.03.2024 Stat PR Batch 00003.03.2024 Stat	50.45 49.90 579.64 16,493.45
Total for this ACH Check for Vendor 02EDD:				17,173.44
ACH	IRS	Department Of Treasury PR Batch 00002.03.2024 Medicare PR Batch 00003.03.2024 Medicare Employer PR Batch 00003.03.2024 Medicare PR Batch 00004.03.2024 Medicare PR Batch 00003.03.2024 Federal Income Tax PR Batch 00002.03.2024 Federal Income Tax PR Batch 00002.03.2024 Medicare Employer PR Batch 00004.03.2024 Federal Income Tax PR Batch 00004.03.2024 Medicare Employer	03/26/2024 PR Batch 00002.03.2024 Med PR Batch 00003.03.2024 Med PR Batch 00003.03.2024 Med PR Batch 00004.03.2024 Med PR Batch 00003.03.2024 Fede PR Batch 00002.03.2024 Fede PR Batch 00002.03.2024 Med PR Batch 00004.03.2024 Fede PR Batch 00004.03.2024 Med	108.92 4,527.86 4,527.86 23.75 41,685.06 1,359.88 108.92 168.83 23.75
Total for this ACH Check for Vendor IRS:				52,534.83
16159	FirstAid C-2389	Accurate First Aid Services, LLC TC Onsite First Aid & Compliance Service	03/06/2024	28.67
Total for Check Number 16159:				28.67
16160	FirstAid C-2390	Accurate First Aid Services, LLC FS282 Onsite First Aid & Compliance Service	03/06/2024	126.29
Total for Check Number 16160:				126.29
16161	AlexM 6AMR2024g	Alex Marshall Transfer Meal Reimbursement	03/06/2024	7.54

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16161:	7.54
16162	AmazNew 1JXW-K7FV-9KK6	Amazon Capital Services Office Supplies	03/06/2024	316.84
			Total for Check Number 16162:	316.84
16163	Thomgas 3161441768	AmeriGas FS284 Propane	03/06/2024	3,080.79
			Total for Check Number 16163:	3,080.79
16164	Thomgas 3161556287	AmeriGas FS284 Propane	03/06/2024	102.77
			Total for Check Number 16164:	102.77
16165	BailLC 6MAR2024i	Larry or Christine Bailey Citation Overpayment Reimbursement	03/06/2024	201.41
			Total for Check Number 16165:	201.41
16166	BVElect Feb24Stmte	Bear Valley Electric Service Inc. FS284 Electric Service	03/06/2024	14.40
			Total for Check Number 16166:	14.40
16167	BVElect Feb24Stated	Bear Valley Electric Service Inc. FS281 Electric Service	03/06/2024	2,601.20
			Total for Check Number 16167:	2,601.20
16168	BBK 6MAR2024k	Best Best & Krieger General Matters & Correspondence	03/06/2024	444.80
			Total for Check Number 16168:	444.80
16169	BBK 6MAR2024l	Best Best & Krieger General Matters & Correspondence	03/06/2024	8,426.34
			Total for Check Number 16169:	8,426.34
16170	MeleB 6MAR2024 6MAR2024a 6MAR2024b	Brittany Melendez Transfer Meal Reimbursement Transfer Meal Reimbursement Transfer Meal Reimbursement	03/06/2024	10.71 20.00 20.00
			Total for Check Number 16170:	50.71
16171	04DWP Feb24Stmtg	CBBL Dept of Water FS281 Water Service	03/06/2024	189.13
			Total for Check Number 16171:	189.13
16172	04DWP Feb24Stmtf	CBBL Dept of Water FS281 Fire Sprinkler System Water Service	03/06/2024	13.90
			Total for Check Number 16172:	13.90
16173	04DWP Feb24Stmth	CBBL Dept of Water Moonridge Water Service	03/06/2024	50.70

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16173:	50.70
16174	Charter Feb24Stmta	Charter Communications FS284 Enterprise Internet/Voice	03/06/2024	159.97
			Total for Check Number 16174:	159.97
16175	Charter Feb24Stmtb	Charter Communications FS282 EnterpriseTV	03/06/2024	596.88
			Total for Check Number 16175:	596.88
16176	caltool Feb24Stmto	CTWS LLC FS281 Oxygen	03/06/2024	603.62
			Total for Check Number 16176:	603.62
16177	caltool Feb24Stmtq	CTWS LLC FS282 Oxygen	03/06/2024	529.83
			Total for Check Number 16177:	529.83
16178	DeFoR 6MAR2024e	Robert DeFoe Transfer Meal Reimbursement	03/06/2024	20.00
			Total for Check Number 16178:	20.00
16179	EnriqR 6MAR2024c 6MAR2024d	Rickie Enriquez Transfer Meal Reimbursement Transfer Meal Reimbursement	03/06/2024	20.00 15.00
			Total for Check Number 16179:	35.00
16180	MountWat 94623-5680	Eric Heino Bottled Water Service/Dispenser Rental	03/06/2024	128.00
			Total for Check Number 16180:	128.00
16181	Frontier Feb24Stmtj	Frontier Communications FS282 Phone Service	03/06/2024	78.05
			Total for Check Number 16181:	78.05
16182	Frontier Feb24Stmtl	Frontier Communications FS281 Faxline	03/06/2024	63.76
			Total for Check Number 16182:	63.76
16183	Frontier Feb24Stmtm	Frontier Communications FS282 Aux Bldg Phone Service	03/06/2024	77.12
			Total for Check Number 16183:	77.12
16184	Frontier Feb24Stmtk	Frontier Communications FS283 Phone Service	03/06/2024	243.39
			Total for Check Number 16184:	243.39
16185	KaiserP 6MAR2024j	Kaiser Permanente Ambulance Patient Refund 22-285574	03/06/2024	1,518.08

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16185:	1,518.08
16186	LifeAssi Feb24Stmnt	Life Assist Inc Medical Supplies Restock	03/06/2024	8,505.84
			Total for Check Number 16186:	8,505.84
16187	DIY Feb24Stmt	Lumber City Corp Hardware Supplies	03/06/2024	659.62
			Total for Check Number 16187:	659.62
16188	LyonP 6MAR2024h	Pamela J. Lyon Citation Overpayment Reimbursement	03/06/2024	41.00
			Total for Check Number 16188:	41.00
16189	MissLin Feb24Stmtc	Mission Linen Supply Shop Linen Service	03/06/2024	107.40
			Total for Check Number 16189:	107.40
16190	CounTeam 90657	Nancy K. Bohl Inc Employee Support Services	03/06/2024	500.00
			Total for Check Number 16190:	500.00
16191	NAPA BB 57 57 57	NAPA Auto Parts Fleet Maintenance Fleet Maintenance Fleet Maintenance	03/06/2024	323.48 36.07 -30.67
			Total for Check Number 16191:	328.88
16192	KBHR 286	Parallel Broadcasting Inc Radio Public Service Messaging	03/06/2024	231.40
			Total for Check Number 16192:	231.40
16193	MountBev 29843	Randy J. Spitz Beverage Service/Supplies	03/06/2024	99.95
			Total for Check Number 16193:	99.95
16194	springbr INV-016334	Springbrook Holding Company, LLC Accounting Software	03/06/2024	21,645.74
			Total for Check Number 16194:	21,645.74
16195	Stryker 9205268972	Stryker Sales, LLC Equipment Repair	03/06/2024	1,536.45
			Total for Check Number 16195:	1,536.45
16196	NAPA Feb24Stmti Feb24Stmti Feb24Stmti	Superior Automotive Warehouse Fleet Maintenance Fleet Maintenance Fleet Maintenance	03/06/2024	124.37 14.80 296.60
			Total for Check Number 16196:	435.77
16197	TGuyon	Tyler Guyon	03/06/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	6MAR2024f	Transfer Meal Reimbursement		20.00
			Total for Check Number 16197:	20.00
16198	BBTeleph 13258	Vatch Arouchian Outdoor Emergency FS Phones	03/06/2024	74.00
			Total for Check Number 16198:	74.00
16199	VeriWire 9956499792	Verizon Wireless Cell Phone Service	03/06/2024	1,517.47
			Total for Check Number 16199:	1,517.47
16200	ModSpace 9020274855	Williams Scotsman, Inc. FS281 Temp Office Space Rental	03/06/2024	814.37
			Total for Check Number 16200:	814.37
16201	USBank FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD FEB24CALCRD	US Bank Corporate Payment Systems Stamps.com Uniforms Mutual Aid/Meals Travel Newspapers/Publications/Subscriptions Equipment Maintenance Board/Chief's/Budget Meetings Software/Other Peripherals Mutual AidTravel Fuel License Renewals, Training Courses, Training M OnStar, Verizon VOIP Charge	03/11/2024	29.99 2,646.33 684.67 282.00 14.00 1,989.11 196.37 994.78 2,026.43 136.60 2,530.00 79.99
			Total for Check Number 16201:	11,610.27
16202	02FranTx	Franchise Tax Board PR Batch 00001.03.2024 California Tax Disburs	03/13/2024 PR Batch 00001.03.2024 Cali	300.00
			Total for Check Number 16202:	300.00
16203	Lincoln	Lincoln National Life Insurance Co (5H-26 PR Batch 00001.03.2024 Lincoln 457 Flat Amou PR Batch 00001.03.2024 Lincoln 457 Percentagu PR Batch 00001.03.2024 Lincoln Roth Flat Amc	03/13/2024 PR Batch 00001.03.2024 Linc PR Batch 00001.03.2024 Linc PR Batch 00001.03.2024 Linc	310.00 663.38 75.00
			Total for Check Number 16203:	1,048.38
16204	MidAmeri	MidAmerica Admin & Retirement Solution PR Batch 00001.03.2024 Apple 457 Paid Call P	03/13/2024 PR Batch 00001.03.2024 App	492.73
			Total for Check Number 16204:	492.73
16205	NatRetSo	Nationwide Retirement Solution PR Batch 00001.03.2024 Nationwide Roth Flat PR Batch 00001.03.2024 Nationwide Flat Amou PR Batch 00001.03.2024 Nationwide Roth Perce PR Batch 00001.03.2024 Nationwide Percentage	03/13/2024 PR Batch 00001.03.2024 Nati PR Batch 00001.03.2024 Nati PR Batch 00001.03.2024 Nati PR Batch 00001.03.2024 Nati	110.00 2,110.00 319.15 6,449.76
			Total for Check Number 16205:	8,988.91
16206	SBCProFF	San Bernardino County Professional Firefig PR Batch 00001.03.2024 Union Dues Local 935	03/13/2024 PR Batch 00001.03.2024 Unic	2,826.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 16206:				2,826.60
16207	ReliStan	Reliance Standard Life Insurance Co.	03/13/2024	
		PR Batch 00002.02.2024 Life and AD and D ER	PR Batch 00002.02.2024 Life	689.00
		PR Batch 00002.02.2024 Long Term Disability	PR Batch 00002.02.2024 Lon	797.37
		PR Batch 00002.02.2024 Short Term Disability	PR Batch 00002.02.2024 Sho	1,157.74
	March Adj			18.08
Total for Check Number 16207:				2,662.19
16208	SBCERA	SBC Employees' Retirement Association	03/13/2024	
		PR Batch 00001.03.2024 SBCERA EE Adjustme	PR Batch 00001.03.2024 SBC	337.42
		PR Batch 00001.03.2024 SBCERA EE Tier 2	PR Batch 00001.03.2024 SBC	17,604.95
		PR Batch 00001.03.2024 SBCERA ER Contribu	PR Batch 00001.03.2024 SBC	105,627.99
		PR Batch 00001.03.2024 Survivor SBCERA Em	PR Batch 00001.03.2024 Surv	20.24
		PR Batch 00001.03.2024 SBCERA ER Cont. T2	PR Batch 00001.03.2024 SBC	7,478.05
		PR Batch 00001.03.2024 Survivor SBCERA ER	PR Batch 00001.03.2024 Surv	20.24
		PR Batch 00001.03.2024 SBCERA EE Safety Ti	PR Batch 00001.03.2024 SBC	12,815.76
Total for Check Number 16208:				143,904.65
16209	SheeA 13MAR2024e	Alisha Sheehan Transfer Meal Reimbursement	03/13/2024	8.89
Total for Check Number 16209:				8.89
16210	AmazNew 1C9F-TWG1-7GQM 1C9F-TWG1-7GQM 1C9F-TWG1-7GQM 1C9F-TWG1-7GQM	Amazon Capital Services Building Maintenance Software/Other Peripherals General Household Fleet Maintenance	03/13/2024	895.18 84.02 30.26 845.54
Total for Check Number 16210:				1,855.00
16211	AmazNew 1R19-Y7WD-CPHV	Amazon Capital Services General Household	03/13/2024	155.13
Total for Check Number 16211:				155.13
16212	AmeriFSA INV714428	Ameriflex FSA Admin Fees	03/13/2024	50.00
Total for Check Number 16212:				50.00
16213	BVHospic 22-128255	Bear Valley Hospice Patient Refund 22-128255	03/13/2024	340.97
Total for Check Number 16213:				340.97
16214	BVHospic 22-133079	Bear Valley Hospice Patient Refund 22-133079	03/13/2024	340.97
Total for Check Number 16214:				340.97
16215	55BBCSD FEBState2024d	Big Bear City CSD FS282 Water Service	03/13/2024	894.12
Total for Check Number 16215:				894.12
16216	55BBCSD FEBState2024e	Big Bear City CSD FS282 AUX BLDG Water Service	03/13/2024	332.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16216:	332.72
16217	55BBCSD 23	Big Bear City CSD Electric Service	03/13/2024	378.51
			Total for Check Number 16217:	378.51
16218	Grizzly FEBState2024f	Big Bear Grizzly Big Bear Now Ads	03/13/2024	133.00
			Total for Check Number 16218:	133.00
16219	BBUrgent 3011	Big Bear Urgent Care Employee Appt.	03/13/2024	181.00
			Total for Check Number 16219:	181.00
16220	Bound FEBState2024b	Bound Tree Medical, LLC Medical Supplies Restock	03/13/2024	2,338.56
			Total for Check Number 16220:	2,338.56
16221	BCarp 13MAR2024d	Brandon Carpenter Transfer Meal Reimbursement	03/13/2024	10.13
			Total for Check Number 16221:	10.13
16222	MeleB 13MAR2024c	Brittany Melendez Transfer Meal Reimbursement	03/13/2024	10.72
			Total for Check Number 16222:	10.72
16223	JPIARegi FEBState2024 FEBState2024 FEBState2024 FEBState2024	California JPIA Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24 Annual Liab/WC Prog Pmt FY23/24	03/13/2024	16,459.32 10,113.55 49,377.94 3,371.19
			Total for Check Number 16223:	79,322.00
16224	ParcelQu FEBState2024g	CD-DATA Property Research Software Renewal	03/13/2024	2,399.00
			Total for Check Number 16224:	2,399.00
16225	Charter 170412201030124	Charter Communications FS281 Enterprise TV	03/13/2024	1,374.00
			Total for Check Number 16225:	1,374.00
16226	Charter 170410501030124	Charter Communications FS282 Enterprise Internet/Voice	03/13/2024	488.78
			Total for Check Number 16226:	488.78
16227	Charter 170438301030124	Charter Communications FS283 Enterprise TV	03/13/2024	135.90
			Total for Check Number 16227:	135.90
16228	Charter 170407201030124	Charter Communications FS281 Enterprise TV	03/13/2024	139.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16228:	139.17
16229	Charter 170410601030124	Charter Communications FS281 Enterprise Internet/Voice	03/13/2024	488.78
			Total for Check Number 16229:	488.78
16230	DataT 162474	Citation / Permits Processing Center Contractual Services	03/13/2024	369.51
			Total for Check Number 16230:	369.51
16231	CarQuest FEBState2024c	CJTK LLC Fleet Maintenance	03/13/2024	430.30
			Total for Check Number 16231:	430.30
16232	DeFoR 13MAR2024a 13MAR2024b	Robert DeFoe Transfer Meal Reimbursement Transfer Meal Reimbursement	03/13/2024	21.30 7.16
			Total for Check Number 16232:	28.46
16233	DeptHCAC 21-47807	Department of Healthcare Services Attn: Ac Patient Refund 21-47807	03/13/2024	323.36
			Total for Check Number 16233:	323.36
16234	DeptHCAC 21-49279	Department of Healthcare Services Attn: Ac Patient Refund 21-49279	03/13/2024	199.22
			Total for Check Number 16234:	199.22
16235	FireA 3228	Fire Apparatus Solutions Fleet Maintenance	03/13/2024	248.34
			Total for Check Number 16235:	248.34
16236	FireA 3218	Fire Apparatus Solutions Fleet Maintenance	03/13/2024	4,240.13
			Total for Check Number 16236:	4,240.13
16237	Ninjio NMS-56143	Ninjio LLC Computer Protection Training	03/13/2024	68.75
			Total for Check Number 16237:	68.75
16238	SBCFuel FLT23/24-109 FLT23/24-109	San Bernardino County - Fleet Managemen Fuel Fuel	03/13/2024	5,784.18 4,241.47
			Total for Check Number 16238:	10,025.65
16239	TGuyon 13MAR2024	Tyler Guyon Transfer Meal Reimbursement	03/13/2024	19.36
			Total for Check Number 16239:	19.36
16240	Waxie 82342258	Waxie Sanitary Supply Cleaning/Household Supplies	03/13/2024	843.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16240:	843.94
16241	2Hot 7485	2 HotUniforms, Inc Uniforms	03/20/2024	709.03
			Total for Check Number 16241:	709.03
16242	ADoor 87852	A Door Co. Building Maintenance FS282	03/20/2024	2,375.00
			Total for Check Number 16242:	2,375.00
16243	ATT X03102024	AT&T Long Distance Phone Service	03/20/2024	678.19
			Total for Check Number 16243:	678.19
16244	AutoZone 3624	AutoZone Fleet Maintenance	03/20/2024	215.12
			Total for Check Number 16244:	215.12
16245	BVElect March24State	Bear Valley Electric Service Inc. Moonridge FS Electric Service	03/20/2024	58.15
			Total for Check Number 16245:	58.15
16246	Lock 000912	Bear Valley Lock & Key Building Maintenance FS281	03/20/2024	25.00
			Total for Check Number 16246:	25.00
16247	BurroJo 20MAR24a 20MAR24b	Josh Burrola Transfer Meal Reimbursement Transfer Meal Reimbursement	03/20/2024	15.00 14.13
			Total for Check Number 16247:	29.13
16248	CoreyE 20MAR24e 20MAR24f	Cory Emerson EMT-P Reverification Reimbursement CA EMS Reverification Reimbursement	03/20/2024	70.00 300.00
			Total for Check Number 16248:	370.00
16249	Cypher C-24-69631	Cypheron Healthcare Solutions Ambulance Billing Service	03/20/2024	13,818.28
			Total for Check Number 16249:	13,818.28
16250	EnriqR 20MAR24c 20MAR24d	Rickie Enriquez Transfer Meal Reimbursement Transfer Meal Reimbursement	03/20/2024	22.38 11.84
			Total for Check Number 16250:	34.22
16251	Fordh 20MAR24k	Deanna Fordham Tree Grant Program	03/20/2024	1,000.00
			Total for Check Number 16251:	1,000.00
16252	GinosT 232666	Gino's Tire and Auto Fleet Maintenance MA281	03/20/2024	120.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16252:	120.00
16253	GlobStar 67123345	Globalstar INC and Subsidiary Satellite Phone Service	03/20/2024	133.74
			Total for Check Number 16253:	133.74
16254	MercTire 92312	Lawson's Inc Fleet Maintenance	03/20/2024	70.00
			Total for Check Number 16254:	70.00
16255	MercTire 92447	Lawson's Inc Fleet Maintenance	03/20/2024	140.00
			Total for Check Number 16255:	140.00
16256	MercTire 92094	Lawson's Inc Fleet Maintenance	03/20/2024	140.00
			Total for Check Number 16256:	140.00
16257	MercTire 92446	Lawson's Inc Fleet Maintenance	03/20/2024	30.00
			Total for Check Number 16257:	30.00
16258	Haupt FEB2024STATEz	Ralph W. Haupt INC Fuel	03/20/2024	365.58
			Total for Check Number 16258:	365.58
16259	03FirCUp IN0174958a	San Bernardino County Fire Protection Dist Annual CUPA Hazmat Permit Adjustment	03/20/2024	10.00
			Total for Check Number 16259:	10.00
16260	WaltW 20MAR24g	William Walthers Travel Reimbursement	03/20/2024	620.19
			Total for Check Number 16260:	620.19
16261	WardZac 20MAR24	Zachary Ward Fuel Reimbursement	03/20/2024	100.36
			Total for Check Number 16261:	100.36
16262	WalshLa 20MAR2024l	Larry Walsh Tree Grant Program Reimbursement	03/20/2024	1,000.00
			Total for Check Number 16262:	1,000.00
16263	AllStar 254525	All Star Fire Equipment Brush Helmets	03/25/2024	258.01
			Total for Check Number 16263:	258.01
16264	Atkinson 709095	Atkinson, Andelson, Loya, Ruud & Romo Professional Legal Services	03/25/2024	6,875.00
			Total for Check Number 16264:	6,875.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
16265	Atkinson 709133	Atkinson, Andelson, Loya, Ruud & Romo Professional Legal Services	03/25/2024	4,940.00
Total for Check Number 16265:				4,940.00
16266	Atkinson 709134	Atkinson, Andelson, Loya, Ruud & Romo Professional Legal Services	03/25/2024	2,957.50
Total for Check Number 16266:				2,957.50
16267	BVElect MARCH24STa	Bear Valley Electric Service Inc. FS282 Electric Service	03/25/2024	1,042.69
Total for Check Number 16267:				1,042.69
16268	BVElect MARCH24STb	Bear Valley Electric Service Inc. FS282 AUX Bldg Electric Service	03/25/2024	134.31
Total for Check Number 16268:				134.31
16269	BVElect MARCH24ST	Bear Valley Electric Service Inc. FS283 Electric Service	03/25/2024	361.79
Total for Check Number 16269:				361.79
16271	55BBCSD MARCH24STd	Big Bear City CSD FS285 Water Service	03/25/2024	108.06
Total for Check Number 16271:				108.06
16272	BraunNW 37594	Braun NW, Inc. Fleet Maintenance	03/25/2024	213.99
Total for Check Number 16272:				213.99
16273	MeleB 25March24 25March24a	Brittany Melendez Transfer Meal Reimbursement Transfer Meal Reimbursement	03/25/2024	9.40 18.69
Total for Check Number 16273:				28.09
16274	EnriqR 25March24b	Rickie Enriquez Transfer Meal Reimbursement	03/25/2024	11.95
Total for Check Number 16274:				11.95
16275	ForrJ 25March24d	Jake Forrester Transfer Meal Reimbursement	03/25/2024	17.65
Total for Check Number 16275:				17.65
16276	FoxKen 25March24f	Kenneth Fox Uniform Emblem Order Reimbursement	03/25/2024	45.73
Total for Check Number 16276:				45.73
16277	MidAmerL 0247203	MidAmerica Admin.& Retirement Solution 4Q23 Admin & Platform Fees	03/25/2024	1,491.00
Total for Check Number 16277:				1,491.00
16278	MountBev 29866	Randy J. Spitz Beverage Services/Supplies	03/25/2024	99.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 16278:	99.00
16279	SWGAs MARCH24STi	Southwest Gas Corporation Moonridge FS Natural Gas Service	03/25/2024	331.83
			Total for Check Number 16279:	331.83
16280	SWGAs MARCH24STg	Southwest Gas Corporation FS281 Natural Gas Service	03/25/2024	1,849.87
			Total for Check Number 16280:	1,849.87
16281	SWGAs MARCH24STf	Southwest Gas Corporation FS283 Natural Gas Service	03/25/2024	453.61
			Total for Check Number 16281:	453.61
16282	SWGAs MARCH24STh	Southwest Gas Corporation Boulder Bay FS Natural Gas Service	03/25/2024	106.36
			Total for Check Number 16282:	106.36
16283	Stryker	Stryker Sales, LLC Equipment	03/25/2024	483.49
			Total for Check Number 16283:	483.49
16284	Teleflex 9508154085	c/oTeleflex Funding,LLC Teleflex, LLC EZ-10 25mm Bone Marrow Needles	03/25/2024	605.13
			Total for Check Number 16284:	605.13
16285	TGuyon 25March24c	Tyler Guyon Transfer Meal Reimbursement	03/25/2024	14.66
			Total for Check Number 16285:	14.66
16286	VeriWire 9958970195	Verizon Wireless Cell Phone Service	03/25/2024	1,480.42
			Total for Check Number 16286:	1,480.42
16287	WardZac 25March24e	Zachary Ward Transfer Meal Reimbursement	03/25/2024	17.65
			Total for Check Number 16287:	17.65
16288	02FranTx	Franchise Tax Board PR Batch 00003.03.2024 California Tax Disburs	03/26/2024 PR Batch 00003.03.2024 Cali	300.00
			Total for Check Number 16288:	300.00
16289	Lincoln	Lincoln National Life Insurance Co (5H-26 PR Batch 00003.03.2024 Lincoln 457 Percentag PR Batch 00002.03.2024 Lincoln 457 Flat Amou PR Batch 00003.03.2024 Lincoln 457 Flat Amou	03/26/2024 PR Batch 00003.03.2024 Linc PR Batch 00002.03.2024 Linc PR Batch 00003.03.2024 Linc	569.31 10.00 300.00
			Total for Check Number 16289:	879.31
16290	MidAmeri	MidAmerica Admin & Retirement Solution PR Batch 00003.03.2024 Apple 457 Paid Call P PR Batch 00004.03.2024 Apple 457 Paid Call P	03/26/2024 PR Batch 00003.03.2024 App PR Batch 00004.03.2024 App	284.12 122.85

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 16290:				406.97
16291	NatRetSo	Nationwide Retirement Solution	03/26/2024	
		PR Batch 00003.03.2024 Nationwide Flat Amou	PR Batch 00003.03.2024 Nati	2,110.00
		PR Batch 00003.03.2024 Nationwide Roth Perce	PR Batch 00003.03.2024 Nati	229.05
		PR Batch 00003.03.2024 Nationwide Percentage	PR Batch 00003.03.2024 Nati	4,937.00
Total for Check Number 16291:				7,276.05
16292	SBCERA	SBC Employees' Retirement Association	03/26/2024	
		PR Batch 00003.03.2024 Survivor SBCERA Em	PR Batch 00003.03.2024 Surv	19.32
		PR Batch 00002.03.2024 SBCERA EE Tier 2	PR Batch 00002.03.2024 SBC	244.28
		PR Batch 00002.03.2024 Survivor SBCERA Em	PR Batch 00002.03.2024 Surv	0.92
		PR Batch 00003.03.2024 Survivor SBCERA ER	PR Batch 00003.03.2024 Surv	19.32
		PR Batch 00002.03.2024 SBCERA ER Contribu	PR Batch 00002.03.2024 SBC	833.87
		PR Batch 00003.03.2024 SBCERA ER Cont. T2	PR Batch 00003.03.2024 SBC	7,478.05
		PR Batch 00003.03.2024 SBCERA EE Safety Ti	PR Batch 00003.03.2024 SBC	13,075.57
		PR Batch 00003.03.2024 SBCERA EE Adjustme	PR Batch 00003.03.2024 SBC	337.42
		PR Batch 00003.03.2024 SBCERA EE Tier 2	PR Batch 00003.03.2024 SBC	17,215.67
		PR Batch 00002.03.2024 Survivor SBCERA ER	PR Batch 00002.03.2024 Surv	0.92
		PR Batch 00003.03.2024 SBCERA ER Contribu	PR Batch 00003.03.2024 SBC	105,343.27
Total for Check Number 16292:				144,568.61
Report Total (138 checks):				678,342.91

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
April 9, 2024**

A Regular Meeting of the Big Bear Fire Authority was called to order by Board Chair Walsh at 5:00 p.m., Tuesday, April 9, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

Board Members Present: Board Chair Larry Walsh
 Vice Chair Kendi Segovia
 Director Michael Eagleson
 Director Rick Herrick
 Director Perri Melnick
 Director Randall Putz
 Director Bob Rowe
 Director John Russo (arrived at 5:02 p.m.)
 Director Al Ziegler

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
 Kristin Mandolini, Director of Business Services
 Chardelle Smith, Board Secretary
 Nicholas Norvell, Assistant Authority Counsel

OPEN SESSION

CALL TO ORDER

Moment of Silence: Observed

Pledge of Allegiance: Led by Vice Chair Segovia

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed:

- Monday, May 27, 2024, in observance of Memorial Day and will reopen on Tuesday, May 28, 2024, at 8:00 a.m.

PRESENTATIONS

- Recognition of 20 Years of Service
Speaker: Chief Willis
 - Brian Lambert, Captain

Willis presented a certificate of appreciation to Captain Brian Lambert.

- Blue Forest Conservation
Speaker: Anna Yip

Anna from Blue Forest Conservation, along with Forest Service Representatives, presented the Blue Forest Conservation and what they do to assist with investing in forest health, also known as the Forest Resilience Bond.

Board Chair Walsh called for Public Comment:

Daniel Gulbranson, Big Bear Lake commented how the forest is being mismanaged. He stated there must be controlled burns, not just trimming trees.

DIRECTORS' GENERAL ANNOUNCEMENTS

Board Chair Walsh mentioned Big Bear City Community Services District will be holding a Cleanup Day on Saturday, April 20th at 9.a.m. He stated more information can be found on the website.

Director Herrick mentioned Highway 38 will be closed Thursday, April 11th from 9 a.m. to 4 p.m. for the Redlands Classic.

GENERAL PUBLIC COMMENT

Patrice Duncan, Sugarloaf gave thanks regarding the productive Ad Hoc Strategic Planning Committee meeting. She also thanked Chief Willis for appointing Battalion Chief Wagner to assist with the Fire Safe Big Bear Council. The first meeting is set for May 2nd, at 6 p.m., at Hofert Hall. She mentioned she will be submitting the NFPA Firewise Community application for Sugarloaf and will then become the NFPA local expert to assist others throughout the community.

Daniel Gulbranson, Big Bear Lake mentioned his concerns for the Moonridge area. He commented how quickly you can get lost during the day while driving around. He questioned why the city is spending money on Castle Rock instead of keeping Moonridge safe with fire protection.

CHIEF'S REPORT

Chief Willis stated receipt of the new ambulance will carry over to FY 2024/25 due to labor manufacture shortages. He mentioned the new fire engine and ladder truck are currently being outfitted with tools, digital devices, and other items. The department anticipates delivery within

the next few months and a “new in service” ceremony will be scheduled for the public to attend. Willis stated the department submitted an application to the State Board of Forestry and Fire Protection requesting the Authority’s jurisdiction be added to the Fire Risk Reduction Community List. If qualified, this would prioritize for local assistance grant funding and assist in a homeowners insurance discount. He mentioned staff is preparing for the 2024 fire hazard abatement season with public safety messages, compliance information, and expected timelines. Willis provided an update regarding the Covid-19 reimbursement request. At this time, the request was submitted for final review with a total amount of \$27,461.66.

Discussion ensued regarding briefing the board members and community members about hazard abatement prior to inspections.

FINANCE OFFICER’S REPORT

Ms. Mandolini presented the finance report as of February 29, 2024.

Discussion ensued regarding how to define other revenue that did well and capital expenditures. Ms. Mandolini replied.

FIRE AUTHORITY CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 01/01/24 through 02/29/2024 in the amount of \$2,414,799.58.**
- FA2. Approval of Meeting Minutes from the February 3, 2024, Special Meeting of the Big Bear Fire Authority.**
- FA3. Approval of Meeting Minutes from the February 3, 2024, Regular Meeting of the Big Bear Fire Authority.**
- FA4. Receive and File Big Bear Fire Department Monthly Activity Report for January 2024.**
- FA5. Big Bear Fire Authority accepts the update on the U.S. Forest Service North Big Bear Landscape Restoration Project and restates its support for the effort (as outlined in Resolution No. BBFA2022-008).**
- FA6. Big Bear Fire Authority recognizes the value of conservation finance and the role it can play in enhancing the U.S. Forest Service North Big Bear Landscape Restoration Project, and supports the efforts to launch a Forest Resilience Bond in the San Bernardino National Forest.**

Action: Motion by Director Putz, seconded by Director Herrick, to approve the Consent Calendar as follows:

AYES: Herrick, Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Eagleson,
Walsh
NOES: None
ABSENT: None
ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

None

PUBLIC HEARING

None

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA7. Resolution No. BBFA2024-001 to Amend MidAmerica Adoption Agreement to Exclude Union Members from HRA Plan; Resolution No. BBFA2024-002 to Approve Contributions to the IAFF Medical Expense Reimbursement Plan Effective April 1, 2024 Including Promoted Firefighters Already Established in the plan; IAFF Joinder Agreement; Side Letter of Agreement Amending Current MOU Language

Board consideration to discuss and approve Resolution BBFA2024-001 approving the amendment to the MidAmerica Adoption Agreement and approving Resolution BBFA2024-002 approving contributions to the IAFF Medical Expense Reimbursement Plan.

Speaker: Kristin Mandolini

Ms. Mandolini mentioned the current approved MOU agreement provides a Health Reimbursement Arrangement (HRA) through Mid America for union members. The Union is now requesting a Medical Expense Reimbursement Plan (MERP) in replacement of the HRA. Mandolini states rather than contributing \$5,000 annually to the HRA, the department would contribute \$5,000 annually to the MERP. She mentioned this is budget neutral.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment. There was no public comment.

Action: Motion by Director Melnick, seconded by Director Eagleson, to approve Resolution No. BBFA2024-001 approving the MidAmerica Adoption agreement

amendment; Resolution No. BBFA 2024-002 approving contribution to IAFF Medical Expense Reimbursement plan; approving the IAFF MERP Joinder agreement and the side letter agreement changes to the adopted MOU between the Big Bear Fire Authority and Big Bear Professional Firefighters Association.

Said Motion was approved by the following vote:

AYES: Melnick, Putz, Rowe, Russo, Segovia, Ziegler, Eagleson, Herrick,
Walsh
NOES: None
ABSENT: None
ABSTAIN: None

FA8. Transfer of Lease and Approval of Sublease for Baldwin Lake Fire Station

Board consideration to discuss and approve the Fire Chief to sign a lease assignment agreement among the Authority, BBCCSD, and Larry Winslow, for the Baldwin Lake Fire Station, and to approve the Fire Chief to sign a sublease with the State of California for the Baldwin Lake Fire Station, similar to the previous sublease between BBCCSD and the State.

Speaker: Chief Willis

Chief Willis provided a background of previous agreements regarding the Baldwin Lake Fire Station. He mentioned there is no agreement between the Authority and the Big Bear City Community Services District (CSD), but only between CSD and CalFire. Willis stated this agreement would transfer the lease between CSD and Larry Winslow to the Authority and Larry Winslow direct. He stated this is budget positive.

Assistant Authority Counsel Norvell mentioned that with the Authority being a Joint Powers Agreement, if the Authority were to be terminated, the lease agreement would revert to the CSD.

Discussion ensued regarding the lease agreement being budget positive for the department and if the department keeps an ambulance at that station while Cal Fire is there. It was mentioned the department is still paying the utility bills while Cal Fire is at the station. Discussion was held regarding the document stating only part of the building has tempered windows.

Staff responded to questions from Board members. Board members provided comment.

Board Chair Walsh called for public comment:

Daniel Gulbranson, Big Bear Lake: mentioned he worked in the glass industry for many years. He stated the safety code is separate from the fire code.

Action: Motion by Director Herrick, seconded by Director Russo, to approve the Fire Chief to sign a lease assignment agreement among the Authority, BBCCSD, and Larry Winslow for the Baldwin Lake Station, and to sign a sublease with the State of California for the Baldwin Lake Station.

Said Motion was approved by the following vote:

AYES: Putz, Rowe, Russo, Segovia, Ziegler, Eagleson, Herrick, Melnick,
Walsh
NOES: None
ABSENT: None
ABSTAIN: None

FA9. Request for Proposal Approval for Lance, Soll & Lunghard Auditing Services

Board consideration to waive a separate RFP process and authorize the Fire Chief to approve the service contract with Lance, Soll & Lunghard for auditing services in coordination with the City of Big Bear Lake.

Speaker: Kristin Mandolini

Mandolini provided the background regarding the City of Big Bear Lake initiating a Request for Proposal (RFP) for auditing services, that includes the Authority. The city used a technical cost criterion scoring system and the current auditor, Lance, Soll & Lunghard (LSL) was chosen. She mentioned this would cost the authority \$23,690 for the 2023-2024 fiscal year.

Discussion ensued regarding how long the Authority has been using LSL.

Staff responded to questions from Board members. Board members provided comment.

Action: Motion by Director Rowe, seconded by Vice Chair Segovia, to approve waiving a separate RFP process and authorize the Fire Chief to approve the contract with Lance, Soll & Lunghard for auditing service, in coordination with the City of Big Bear Lake.

Said Motion was approved by the following vote:

AYES: Rowe, Russo, Segovia, Ziegler, Eagleson, Herrick, Melnick, Putz,
Walsh
NOES: None
ABSENT: None
ABSTAIN: None

COMMITTEE REPORTS

An Ad Hoc Personnel Committee meeting was held on:

- March 5, 2024
 - In attendance was Director Melnick, Vice Chair Segovia, and Board Chair Walsh.

A Fire Authority Finance Committee meeting was held on:

- March 12, 2024
 - In attendance was Vice Chair Rowe, Director Eagleson, Director Herrick, Director Segovia.

An Ad Hoc Strategic Planning Committee meeting was held on:

- March 27, 2024
 - In attendance was Director Eagleson, Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Jon Bidwell, Glenn Schwartzman, and Andrew Crane.

Each committee shared key points from the recent committee meetings. It was requested to bring two discussion items to the full board at the June 11th regular board meeting. First was to hold a regular board meeting every month and second was a discussion for a reserve policy.

Board Chair Walsh called for public comment:

Joseph Kelly: mentioned this was the first he had heard about subcommittees within the Ad Hoc Strategic Planning Committee. He asked if those were held at the same time as the full committee or at different times.

Jon Bidwell: stated the subcommittees were formed for fact checking only and to bring back the information found to the full ad hoc committee for further discussion with public input.

DIRECTORS' CLOSING COMMENTS

Vice Chair Segovia commented she will not be in attendance for the April 17th Board Workshop.

Board Chair Walsh stated the Budget Workshop agenda will be distributed Wednesday and encouraged all board members to take time to review the packet prior to the meeting.

A break was taken at 6:29 p.m.

CLOSED SESSION PUBLIC COMMUNICATIONS: (Any member of the public is entitled to speak on Closed Session Agenda item. If you wish to address any other items listed on the Agenda, you must do so during Open Session.)

CLOSED SESSION

- 1. Public Employee Performance Evaluation (Government Code §54957)**
Title: Fire Chief

REPORT FROM CLOSED SESSION

At the hour of 6:35 p.m., Board Chair Walsh adjourned to Closed Session.

At the hour of 8:16 p.m., Board Chair Walsh adjourned Closed Session.

At the hour of 8:16 p.m., Board Chair Walsh re-opened Regular Session.

REPORT ON CLOSED SESSION

No reportable action.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Board Chair Walsh adjourned the meeting at 8:17 p.m.

Chardelle Smith
Board Secretary

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
April 17, 2024**

A Board Workshop Meeting of the Big Bear Fire Authority was called to order by Board Chair Walsh at 4:35 p.m., Wednesday, April 17, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

Board Members Present: Board Chair Larry Walsh
 Director Rick Herrick
 Director Perri Melnick
 Director Randall Putz
 Director Bob Rowe
 Director John Russo
 Director Al Ziegler

Board Members Absent: Vice Chair Kendi Segovia
 Director Michael Eagleson

Others Present: Jeff Willis, Fire Chief
 Mike Maltby, Assistant Fire Chief/Fire Marshal
 Kristin Mandolini, Director of Business Services
 Chardelle Smith, Board Secretary
 Isabel Safie, Authority Counsel

OPEN SESSION

CALL TO ORDER

Moment of Silence: Observed

Pledge of Allegiance: Led by Director Herrick

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

PUBLIC COMMUNICATIONS – Public comment is permitted only on items on the posted agenda that are within the subject matter jurisdiction of the Authority. Please note that State law prohibits the Authority from taking action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board during this period.

None

DISCUSSION ITEM

1. Fiscal Year 2024-2025 Preliminary Draft Budget Discussion

Chief Willis opened the meeting stating there is a new budget template being presented today. He mentioned this template was reviewed at the March 12th Finance Committee where it was requested to be used for the upcoming Board workshop.

Director of Business Services Mandolini presented the 2024-2025 preliminary draft budget. She stated the new template is easier to identify revenues, where it is coming from, and how it is spent. Ms. Mandolini reviewed each revenue and expense line item for each department and category. Those categories include Operations, Ambulance, Air Ops, Prevention, Mutual Aid, Debt Service, Grants, and Capital. She stated page two through four of the draft budget provides detail as to what is included under each category.

Within the 2024-2025 preliminary draft budget, the property tax revenues are budgeted at \$13.8 million. She stated when combined with service charges and use of money and property, budget revenue in the operations department is approximately \$14 million. She mentioned this revenue funds suppression, administration, retiree benefits, and overhead related to suppression. Ms. Mandolini said that total operations expenditures are \$12.7 million, with \$1,374,682 remaining.

In the ambulance department, the draft budget is projecting \$3.8 million in revenue, and \$4.3 million in expenses for a deficit of \$521,054. Ms. Mandolini stated this category shows improvement from previously having a deficit of one million prior to the adoption of the ambulance operator model.

Total revenue projected for 2024-2025 is \$20,227,875, total expenses are \$20,044,833, leaving the department with \$182,992 to contribute towards reserves.

Ms. Mandolini mentioned the CalPERS (PERS) Unfunded Liability for the retired Big Bear City Community Services District (BBCCSD) firefighters increased by 76% in one year at an amount of \$350,000. Mandolini called on Isabel Safie from Best Best and Krieger to further explain this large increase. Ms. Safie explained that when the fire agencies consolidated, part of the process to consolidate the pension benefits involved dealing with PERS to avoid triggering a withdrawal or termination of the fire safety contracts held by BBCCSD, which would have resulted in a staggering liability. The solution was to convert the safety plans held by BBCCSD into inactive status. Those that were still active transferred over to the SBCERA plan under the Big Bear Fire Authority contract. The inactive plans consist of three plans. First Tier Safety Plan, Second Tier Safety Plan, and PEPR. PERS calculates liability the same way they calculate ongoing plans. When transferred to inactive, CalPERS selected a 15-year amortization period, meaning over 15 years, the expectation was the unfunded liability would be paid off. The significant increase identified is contributed to the assumed rate of return which is 6.8-6.9%, which

did not happen. Instead, during the evaluation year of June 30, 2022, PERS experienced a 6.1% loss. This has now created a significant increase.

Discussion ensued regarding how PERS justifies a big loss during the current climate and if this may happen again. It was asked if its possible to anticipate a return to previously seen rates.

Staff responded to questions from the Board members. Board members provided comment.

Ms. Mandolini mentioned there was an error found in the Full Time Employment (FTE) chart. The Board Secretary position is a 0.5-time position. Otherwise, there is no change to the FTE chart.

Battalion Chief Luke Wagner provided a presentation regarding the budget request for the roof replacement of Fire Station 282. He mentioned the estimated age of the current roof is around 30 years. This is a budget request rolled over from the previous budget year with an estimated amount of \$150,000.

Battalion Chief Wagner provided a presentation regarding Fire Station 282 exterior paint. Due to the harsh weather and direct sunlight, there are spots where the paint is peeling and exposing the wood underneath. This budget request is estimated to be \$9,925.

Battalion Chief Wagner provided a presentation regarding Fire Station 282 asphalt replacement. He stated this includes the public parking as well as the back for employees and apparatus pulling into the back garage. Due to harsh weather, it is turning grey and severally cracked. This budget request is estimated to be \$60,000.

Battalion Chief Brian Parham provided a presentation regarding the budget request for the Stryker MX-pro Manual Ambulance Cot, also known as a gurney. He stated this gurney would be placed on medic ambulance 281, with the current gurney being placed on the reserve ambulance. The gurney purchase is estimated at \$10,000.

Battalion Chief Dan Rogers provided a presentation regarding Fire Station 283 exterior/interior bay paint. As previously stated, with the harsh weather and direct sunlight, the current paint is cracking which exposes and ruins the wood underneath. This budget request is estimated at \$14,575. Chief Rogers mentioned he walked the bay with the crew and noticed the walls do not need paint, but a thorough cleaning. With that finding, this budget request is reduced to \$9,750.

Battalion Chief Dan Rogers provided a presentation regarding the purchase of a snowblower for Fire Station 281. He mentioned this is the same model that station 282 and 283 use, therefore it will have the same safety operating procedures. This purchase would replace the current 2009 snowblower, which would be moved to Station 284 where there is no snow blower being utilized at this time. This budget request is estimated at \$4,000.

Discussion ensued regarding what is needed this year vs what could be rolled over to the next budget year. It was suggested a maintenance schedule be created to keep track of the big projects with estimated cost. It was suggested to create a reserve policy that works with a maintenance schedule.

Public Comment:

Patrice Duncan, Sugarloaf: questioned if we have a regular maintenance program to keep track of the big projects. She also requested the Fire Chief look into the expense of the power outage failure at station 283. She mentioned it is a manual turn over for the generator during a power outage, therefore the garage doors cannot open. She stated this is a community safety issue and asked this be placed into the budget as well.

Discussion ensued regarding each fire station being able to manually open garage doors if needed as well as battery backup lights to light up the major walkways throughout each fire station.

Director Rowe stepped out at 6:22 p.m., returning at 6:25 p.m.

It was requested to bring a discussion item to the June regular board meeting regarding a reserve policy and to start a maintenance schedule.

A break was taken at 6:41 p.m., returning at 6:47 p.m.

Discussion ensued regarding the increase in property taxes and the increase to the salaries and benefits.

Public Comment:

Andrew Crane: mentioned in the 2024-2025 budget, it includes the 76% increase to the retiree unfunded liability expense. He stated there is potential that expense can be reduced in the future and excess to the fund balance, Additionally, in 2026 a recently purchased fire engine will be paid off..

Chief Willis reviewed the fleet replacement schedule with the Board. He stated the Fire Chief vehicle and the S-282 vehicle will be in their first year of deferral replacement. The battalion chief vehicle will be in its second-year of deferral. He mentioned MA-281A and ME-281 are planned for discharge. Regarding the planned purchase of the new ambulance, it is within this year's budget for purchase which includes outfitting a patient area, radios, gurney, cardiac monitor, and an autopulse.

Discussion ensued regarding if the department were to wait too long on the deferred vehicles, it would add up quickly. It was mentioned to find grant opportunities to assist with other purchases to allow purchase of vehicles.

Staff responded to questions from the Board members. Board members provided comment.

Public Comment:

Patrice Duncan, Sugarloaf: mentioned the local fire safe council can assist with grant funding like the Mountain Rim Fire Safe Council with the current chipping grant.

It was agreed by those in attendance, if Ms. Mandolini could meet with Vice Chair Segovia and Director Eagleson to discuss the 2024-2025 preliminary draft budget, then the scheduled May workshop could be canceled.

The Board authorized the public hearing for the draft budget to be noticed in the newspaper.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Board Chair Walsh adjourned the meeting at 7:31p.m.

Chardelle Smith
Board Secretary



INTEROFFICE MEMO

Big Bear Fire Authority

DATE: June 5, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Chardelle Smith, Board Secretary *CS*

SUBJECT: **FEBRUARY 2024 FIRE DEPARTMENT MONTHLY ACTIVITY REPORT**

1. SERVICE DELIVERY

Year-to-date incidents by call type percentages (see attached report)

1.1 Call types by month and year-to-date:

		Current Month	Calendar YTD	Previous Year
1.2.1	Fire Calls, Hazardous Conditions, Service Calls	126	246	1,396
1.2.2	Rescue/Medical Calls	330	727	3,198
1.2.3	Medical Flight Missions	21	55	308
1.2.4	Training Class Summary (hours)	308	678.5	5,630.25
FIRE PREVENTION				
1.2.5	Plan Review	11	30	149
1.2.6	Chipping Requests (2020 Suspended)	--	--	--
1.2.7	Trees Removed/Reimbursed Through Grant	0	0	9
1.2.8	Hazardous Tree Removal Notice to Proceed	0	1	29
1.2.9	Hazardous Tree 2 nd & Final Abate Notice/Order (included in 1.2.11 and below)	--	--	-
1.2.10	Tree Abatement Issues Resolved	0	0	31

	FIRE PREVENTION CONTINUED	Current Month	Calendar YTD	Previous Year
1.2.11	1 ST Abate Notice/Order	0	3	5,505
1.1.12	1 st inspection with 1 st Citation (weeds & grasses)	0	0	1,245
1.2.13	2 nd Inspection with 1 st Citation	0	0	408
1.2.14	3 rd Inspection with 2 nd Citation	0	0	82
1.2.15	Final Inspection with 3 rd Citation	0	0	24
1.2.16	January 2024 Compliant Inspections	0	0	880

2. COMMUNITY RELATIONS

None

3. OPERATIONS

3.1 Chief Willis, Assistant Chief Maltby, and/or Director of Business Services Mandolini attended the following meetings during the reporting month:

- Big Bear Fire Authority Special Board meeting – February 13
- Big Bear Fire Authority Regular Board meeting – February 13
- Big Bear Community Facilities District Update meeting – February 13
- CJPIA Big Bear Fire Discussion – February 21
- Meeting with Blue Forest Conservation – February 28

3.2 Battalion Chief Parham attended the following meetings/trainings during the reporting month:

- San Bernardino County EMS Officers meeting – February 14
- Cal Chiefs-EMS Section South Meeting – February 15

3.3 Battalion Chief Rogers attended the following meetings/trainings during the reporting month:

- San Bernardino County Training Officers Association meeting (SBCTOA) – February 8
- Incident Qualification System (IQS) Meeting – February 21-22

3.4 Battalion Chief Wagner attended the following meetings/trainings during the reporting month:

- Government Affairs-Regional Transportation Advisory Committee (GA-RTAC) – February 8
- All San Bernardino County Fire Agencies (XBO) Cooperators meeting – February 15
- Connect with Big Bear Fire Department and San Manuel – February 28
- CONFIRE EMS PIO Workshop – February 29

4. HEALTH AND SAFETY

4.1 February 13,19,21,29 – EMS Training: Trauma and Burns was held for all shifts.

5. ADVERTISING, PRESS RELEASES AND SOCIAL MEDIA

5.1 February – The following advertisements were placed:

- “Ambulance Membership” KBHR
- “Let’s Get Something Clear” Big Bear Now

5.2 February – The following social media posts were placed:

- 02/05/2024 – Sandbag Locations
- 02/12/2024 – Apply Today – Ambulance Operator/EMT
- 2/21/2024 – Update to Apply Today – Ambulance Operator/EMT

6. PERSONNEL

6.1 February 27 – Department Chiefs met to discuss ongoing department operations.

7. ADMINISTRATIVE STAFF TRAINING/ CONFERENCES/ SEMINARS

7.1 February 6 – Facilities and Systems Manager Dickerson attended a CONFIRE Communications and Support Committee meeting

7.2 February 8 – Facilities and Systems Manager Dickerson attended an ATT Control Center for First Net Review

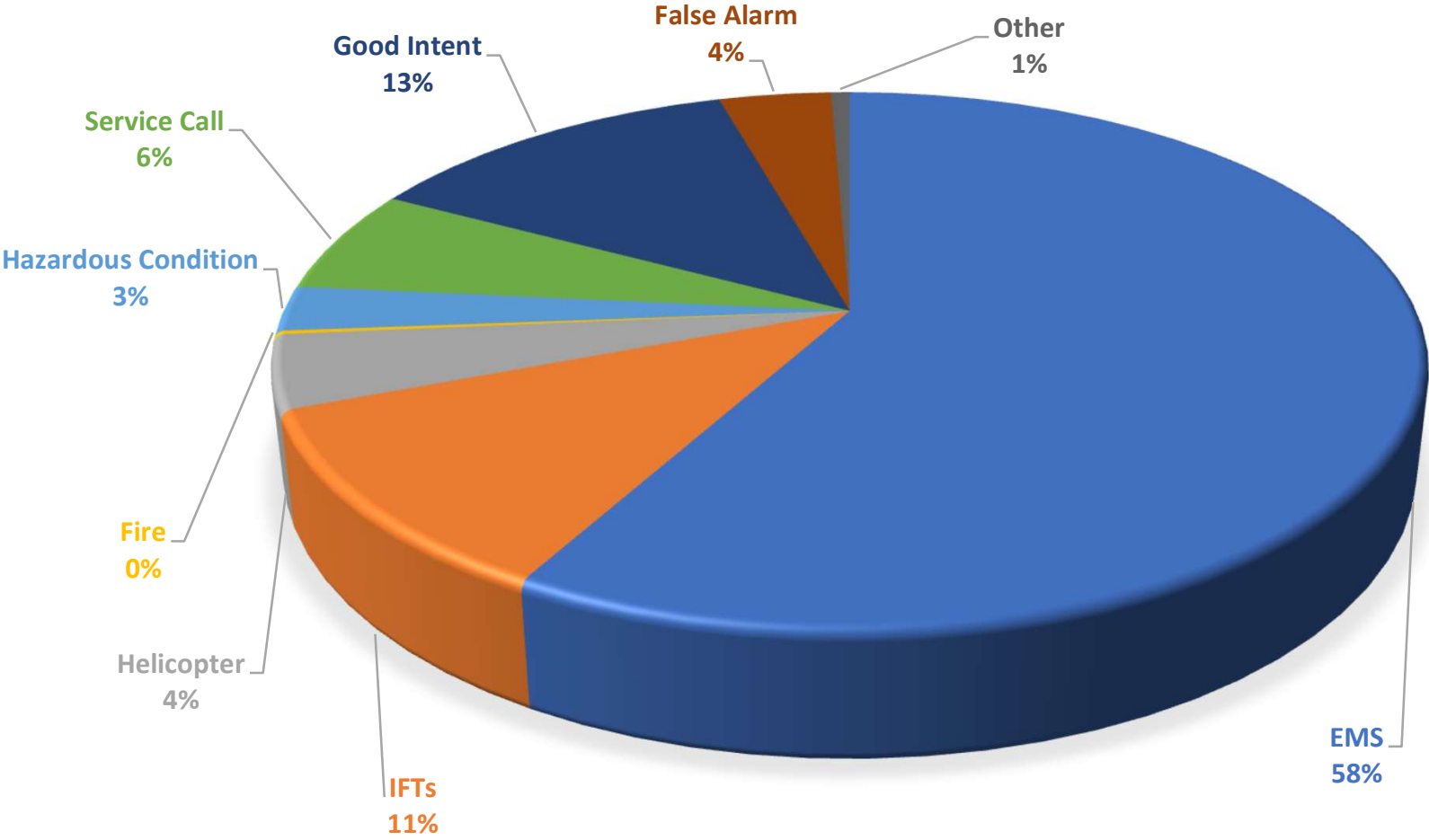
7.3 February 27 - Facilities and Systems Manager Dickerson attended an Elections Infrastructure Information Sharing and Analysis Center/Multi-State Information Sharing and Analysis Center (EI/MS-ISAC) meeting for government agencies to discuss current and projected cyber security threats via WebEx.

8. STRIKE TEAMS & DUTY COVERAGE FOR FIRE RESPONSE

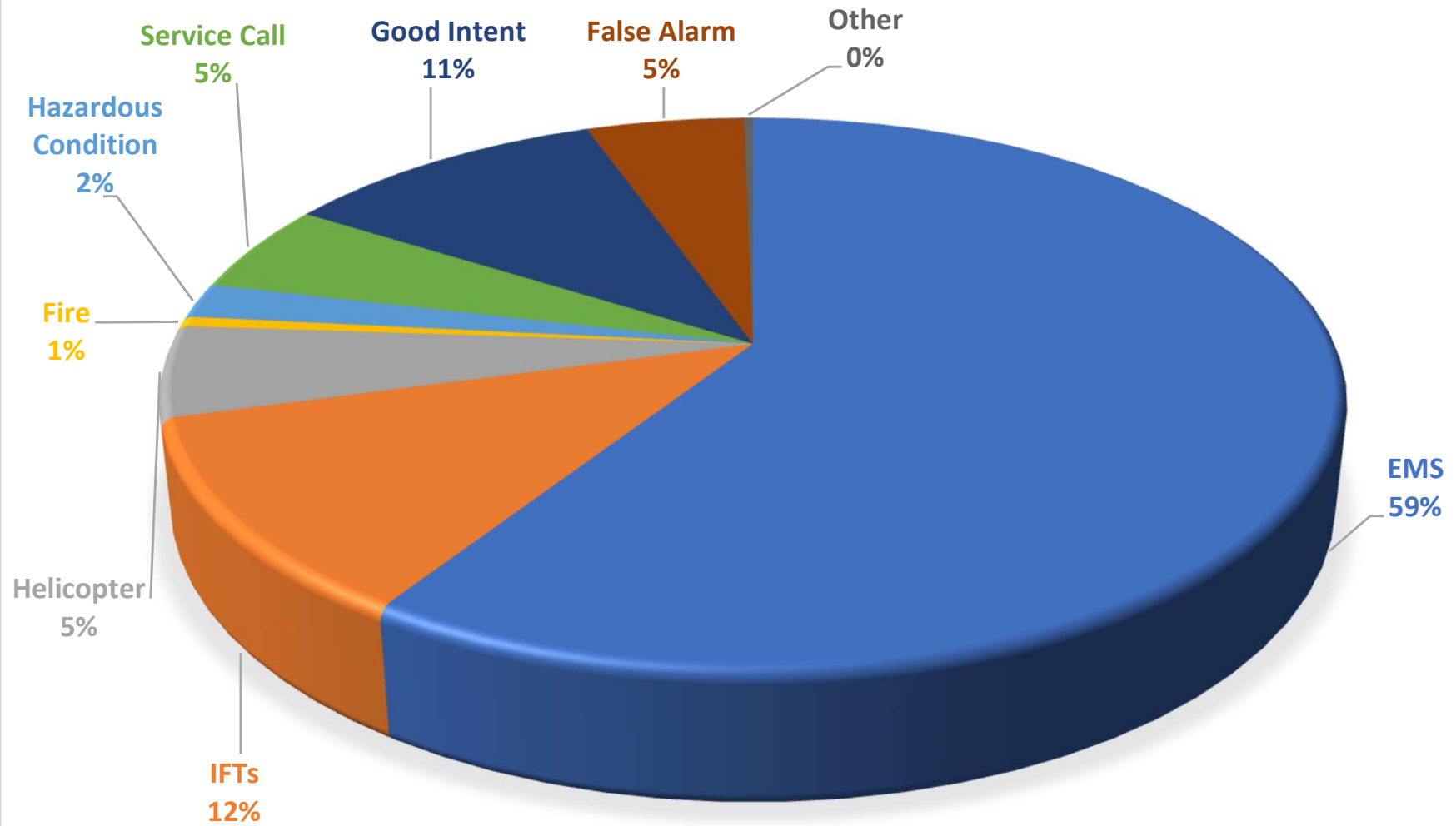
8.1 February 1-2 - Captain Crane, Engineer Bidwell, and Firefighter/Paramedic Newkirk were assigned to the OES Preposition Mud/Debris 240027 in San Bernardino, CA.

- 8.2 February 4-8 - Captain Lambert, Engineer Emerson, and Firefighter/Paramedic Gardner were assigned to the OES Proposition Mud/Debris 240043 in San Bernardino, CA.

FEBRUARY 2024 INCIDENTS BY TYPE



2024 YTD TOTAL INCIDENTS BY TYPE



Incident Type Report 02/01/24 - 02/29/24

1 Fire	Count	Est. Prop. Loss	Est. Content Loss	Total Est. Loss	%
111 - Building fire	1	0	500	500	100%
Incident Count	1	\$0	\$500	\$500	100%

3 Rescue & Emergency Medical Service Incident	Count
321 - EMS call, excluding vehicle accident with injury	263
322 - Motor vehicle accident with injuries	9
323 - Motor vehicle/pedestrian accident (MV Ped)	1
324 - Motor vehicle accident with no injuries.	4
Interfacility Transfers	53
Incident Count	330

5 Service Call	Count
500 - Service call, other	1
550 - Public service assistance, other	11
553 - Public service	7
554 - Assist invalid	8
561 - Unauthorized burning	3
Incident Count	30

4 Hazardous Condition	Count
412 - Gas leak (natural gas or LPG)	2
424 - Carbon monoxide incident	2
440 - Electrical wiring/equipment problem, other	2
444 - Power line down	6
445 - Arcing, shorted electrical equipment	1
Incident Count	13

6 Good Intent Call	Count
600 - Good intent call, other	8
611 - Dispatched and cancelled en route	13
611A - Alarm: Dispatched & Cancelled Enroute	13
611E - EMS: Dispatched & Cancelled Enroute	19
611T - T/C: Dispatched & Cancelled Enroute	6
622 - No incident found on arrival at dispatch address	2
Incident Count	61

Incident Type Report 02/01/24 - 02/29/24

7 False Alarm & False Call	Count
700 - False alarm or false call, other	7
730 - System malfunction, other	1
733 - Smoke detector activation due to malfunction	1
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	2
744 - Detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	3
746 - Carbon monoxide detector activation, no CO	1
Incident Count	18

8 - Severe Weather & Natural Disaster	Count
800 - Severe weather or natural disaster, other	1
815 - Severe weather or natural disaster standby	1
Incident Count	2

9 - Special Incident Type	Count
900 - Special type of incident, other	1
Incident Count	1

TOTAL INCIDENT COUNT	456
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TRAINING SUMMARY REPORT

02/01/2024 - 02/29/2024

COMPANY TRAINING DOCUMENTATION	HOURS	EMS	HOURS
Area Familiarization, Emergency Ops, Fire Suppression, Forcible Entry, Hydrants/Streets, Water Supply, Ladders, Pre/Post Incident, Preventative Maintenance	3	EMS Abdominal Trauma Advanced	1
Emergency Ops	10	EMS Advanced Airways: Intubation and Beyond (2 hours)	6
Emergency Ops, Fire Pump, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Pre/Post Incident	4.5	EMS Airway Management Advanced (2 hours)	2
Emergency Ops, Fire Pump, Fire Suppression, Pre/Post Incident, Preventative Maintenance, SCBA	3	EMS Allergies and Anaphylaxis Advanced	1
Emergency Ops, Fire Pump, Pre/Post Incident, Preventative Maintenance, SCBA	3	EMS Altered Mental Status	1
Emergency Ops, Fire Suppression, Hose, Hydrants/Streets, Water Supply, Pre/Post Incident, Technical Rescue	3	EMS Assessing the Patient with Major Trauma (50121)	2
Emergency Ops, Pre/Post Incident	3	EMS Asthma Advanced (74334)	1
Emergency Ops, Pre/Post Incident, Preventative Maintenance	30.5	EMS Back Injury Prevention	1
Emergency Ops, Pre/Post Incident, Preventative Maintenance, SCBA, Technical Rescue	4	EMS Bleeding and Shock Advanced	1
Emergency Ops, Pre/Post Incident, Preventative Maintenance, Technical Rescue	13.5	EMS Cardiac Emergencies Advanced	1
Emergency Ops, Pre/Post Incident, Technical Rescue	9	EMS Cardiovascular Anatomy & Physiology Review	1
Fire Pump, Hose, Pre/Post Incident, Preventative Maintenance, SCBA	5	EMS CNS Injuries Advanced	2
Physical Fitness	65.5	EMS Complete Resuscitation: Integrating Post-Care Advanced	2
Physical Fitness, Pre/Post Incident, Preventative Maintenance	12	EMS Endocrine System Emergencies Advanced	2
Physical Fitness, Preventative Maintenance	15	EMS Environmental Emergencies Advanced	1

TRAINING SUMMARY REPORT

02/01/2024 - 02/29/2024

COMPANY TRAINING DOCUMENTATION CONTINUED	HOURS
Pre/Post Incident, Preventative Maintenance	7.5
Preventative Maintenance	3
Technical Rescue	7
Driver Training Documentation	2.5
TOTAL COMPANY TRAINING DOCUMENTATION HOURS	204

MISCELLANEOUS	HOURS
Alcohol-Free Workplace	1
Officer Training (Management/Administration) Documentation	8
SAM I/O Intraosseous Access System	10
TOTAL MISCELLANEOUS HOURS	19

EMS	HOURS
EMS Functional Communication for EMS Providers	2
EMS Geriatric Emergencies Advanced	1
EMS Gunshot Wounds	2
EMS Heat Illness and Emergencies (40850)	1
EMS HIPAA Awareness (1587)	1
EMS Intraosseous Infusion Advanced	1
EMS Kinematics of Trauma (26347)	1
EMS Musculoskeletal Injuries Advanced	1
EMS Neonatology Advanced	2
EMS Obstetrical Emergencies Advanced (2 hour)	2
EMS Pediatric Shock Advanced (2 hours)	4
EMS Pediatric Trauma Advanced	2
EMS Pelvic Fractures Advanced	1
EMS Pharmacology Advanced	2
EMS Respiratory System A&P Review (1584)	1
EMS Spinal Cord Injuries (72809)	4
EMS Training Documentation	32
TOTAL EMS HOURS	85

TOTAL TRAINING HOURS	308
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BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Luke Wagner, Acting Assistant Chief/Fire Marshal *LW*

SUBJECT: **ORDINANCE NO. BBFA2023-002 COST RECOVERY FEES AND CHARGES CODE PERMITS SOFT IMPLEMENTATION**

BACKGROUND

At the December 12, 2023 Regular Board meeting, the Board of Directors approved and adopted Ordinance BBFA 2023-002 establishing cost recovery fees and charges. With the implementation of this ordinance, the Board of Directors requested a “soft rollout” of this program with a graduating three-step scale of charges for service. Effective January of 2024, the first step in the cost recovery fee schedule has commenced.

DISCUSSION

Items X.41 through X.45 labeled as “Annual Fire Code Inspections” in the Big Bear Fire Authority’s Cost Recovery Fee Schedule are businesses that require an annual fire inspection as mandated by the State of California. Items X.67 through X.97, labeled as “Fire Code Permits”, contain specified hazards that require operational permits to be issued by the Fire Authority per the California Fire Code

As part of the “soft rollout” desired by the Board the Fire Chief would like to perform annual fire inspections for 2024 at no cost to the business owners. This is the same process used in previous years. At the time of inspection business owners will be presented with a letter of explanation regarding cost recovery and why it is necessary. This will provide an opportunity for Authority personnel to have direct in person discussions with the business owners. This provides business owners the ability to anticipate new cost recovery fees and charges that will be applicable to calendar year 2025. There is no budget impact for FY2024/25

RECOMMENDATION

Authorize the Fire Chief at his discretion to extend implementation of cost recovery fees and charges related to sections “Annual Fire Code” X.41 through X.45, and “Fire Code Permits” X.67 through X.97 for calendar year 2024.

X.26	Dispensing from underground storage tank	810.00	810.00	810.00
X.27	Hazardous Material processes/storage for non-H occupancies	620.00	620.00	620.00
X.28 Chemical Classification Review				
.1	1 to 5 chemicals	445.00	445.00	445.00
.2	6 to 15 chemicals	635.00	635.00	635.00
.3	16 to 50 chemicals	995.00	995.00	995.00
.4	51 to 100 chemicals	1,360.00	1,360.00	1,360.00
.5	More than 100 chemicals	1,910.00	1,910.00	1,910.00
SERVICES				
X.29	Resubmittal Meetings	460.00	460.00	460.00
X.30	Alternate Method and Material Request – 2 hour minimum	820.00	820.00	820.00
X.31	Written Response to Inquiry	635.00	635.00	635.00
X.32	Plan Resubmittal – charged on 3rd and subsequent submittals	635.00	635.00	635.00
X.33	Plan Revision	460.00	460.00	460.00
X.34	Re-stamp of Plans	460.00	460.00	460.00
X.35	Accelerated Plan Review additional 50% of fee)			
X.36	Plan Review Time & Materials – 1 hour minimum	445.00	445.00	445.00
X.37	Inspection Time & Materials – 1 hour minimum	810.00	810.00	810.00
X.38	Reinspection fee – charged when project in not ready for inspection or not approved during initial inspection	525.00	525.00	525.00
X.39	Penalty for failure to cancel scheduled inspection (recommend 50% of inspection fee)	260.00	260.00	260.00
X.40	Accelerated inspection – 1 hour minimum (recommend additional 50% of inspection fee)	445.00	445.00	445.00
ANNUAL FIRE CODE INSPECTIONS				
Including two field inspections. Extra re-inspections shall be billed at the establishment hourly rate with a one-hour minimum.				

X.41	R1/R2 Inspections	135.00	265.00	395.00
X.42	Detention Facility	105.00	210.00	315.00
X.43	Care Facility – less than 6 clients	135.00	270.00	405.00
X.44	Hospitals, Nursing Homes, Mental Hospitals, & Surgical Centers	165.00	330.00	495.00
X.45	Pre-inspection of Residential Care Facility	105.00	215.00	320.00
SPECIAL PERMITS / INSPECTIONS				
Including two field inspections. Extra re-inspections shall be billed at the establishment hourly rate with a one-hour minimum.				
X.46	Blasting Operation	635.00	635.00	635.00
X.47	Christmas Tree Lot	150.00	150.00	150.00
X.48	Haunted House	150.00	150.00	150.00
X.49	Pumpkin Patch	150.00	150.00	150.00
X.50	Bonfire, Open Fire, Public Burn	150.00	185.00	225.00
X.51	Carnival, Fair, Circus, Outdoor Assemblage	635.00	635.00	635.00
X.52	Fireworks	500.00	500.00	500.00
X.53	Tent, Canopy, temporary membranes	175.00	220.00	355.00
X.54	Defensible Space Inspection	95.00	135.00	175.00
X.55	Dead/Dying/Diseased Tree Inspection	95.00	135.00	175.00
X.56	Other Fuels Management Inspection	355.00	355.00	355.00
SPECIAL STANDBY				
X.57	Overcrowding	Actl Cost	Actl Cost	Actl Cost
X.58	Dangerous & Hazardous Operations	Actl Cost	Actl Cost	Actl Cost
X.59	Movie Shoot	Actl Cost	Actl Cost	Actl Cost
X.60	Special Event	Actl Cost	Actl Cost	Actl Cost
X.61	Public Event, by request	Actl Cost	Actl Cost	Actl Cost
UNNECESSARY RESPONSES				
X.62 False Alarm				
.1	Testing / Maintenance / Alteration without Fire Department notification	175.00	175.00	175.00
.2	More than 3 alarm system malfunctions within 12-month period	535.00	535.00	535.00
.3	Intentional or omission of reasonable precaution	720.00	720.00	720.00
X.63	Illegal or non-permitted campfire,	Citation	Citation	Citation

	bonfire, outside cooking, or warming fire			
PUBLIC EDUCATION				
X.64	CPR Class	75.00	75.00	75.00
X.65	Fire Extinguisher Use Training	75.00	75.00	75.00
X.66	First Aid Certification	75.00	75.00	75.00
FIRE CODE PERMITS				
Including two field inspections. Extra re-inspections shall be billed at the establishment hourly rate with a one-hour minimum.				
X.67	Aerosol	115.00	230.00	345.00
X.68	Amusement Buildings	105.00	215.00	325.00
X.69	Assembly – less than 300 occupants	105.00	205.00	310.00
X.70	Assembly – more than 299 occupants	135.00	265.00	395.00
X.71	Combustible Material Storage – recommend hourly	135.00	270.00	405.00
X.72	Compressed Gases	135.00	270.00	405.00
X.73	Cryogenic	135.00	270.00	405.00
X.74	Dry Cleaning Plants	135.00	270.00	405.00
X.75	Dust Producing Operation	75.00	150.00	225.00
X.76	Explosive / Blasting Agents	165.00	330.00	495.00
X.77	Flammable Liquids	165.00	330.00	495.00
X.78	Combustible Liquids	165.00	330.00	495.00
X.79	Fumigation and Insecticidal Fogging	105.00	205.00	310.00
X.80	Hazardous Materials	135.00	270.00	405.00
X.81	High-Piled Combustible Storage	105.00	210.00	315.00
X.82	Industrial Ovens	75.00	150.00	225.00
X.83	LP Gas Storage/Exchange	195.00	390.00	585.00
X.84	Liquid / Compressed Gases – Hazardous	105.00	210.00	310.00
X.85	Liquid / Compressed Gases – Medical	105.00	210.00	310.00
X.86	Lumber Yards and Woodworking Plants	135.00	270.00	405.00
X.87	Misc. Combustible Storage	75.00	150.00	225.00
X.88	Vehicle/Aviation Fuel Dispensing	75.00	150.00	225.00
X.89	Open Flames & Candles	75.00	150.00	225.00
X.90	Refrigeration Equipment	75.00	150.00	225.00
X.91	Repair and/or Service Garage	75.00	150.00	225.00

X.92	Spraying or Dipping Operation	105.00	210.00	315.00
X.93	Storage of Scrap Tire, Tire Byproducts, and Tire Rebuilding	105.00	210.00	405.00
X.94	Hot Work	75.00	150.00	225.00
X.95	Mobile Kitchen	75.00	150.00	225.00
X.96	Reinspection	105.00	210.00	310.00
X.97	Failure to Comply	135.00	270.00	405.00
MISC. FEES, REVIEWS, AND INSPECTIONS				
X.98	Alternative Method Request / Deferred Submittal Request	460.00	460.00	460.00
X.99	Cell Tower (outside roof, pole, etc.)	645.00	645.00	645.00
X.100	Design Review/Consultation Meeting – Hourly Rate (1/2 hour minimum)	460.00	460.00	460.00
X.101	Evacuation Plan Review / Fire Drill Monitoring	N/C	N/C	N/C
X.102	File Search (providing research)	460.00	460.00	460.00
X.103	Technical Research	460.00	460.00	460.00
X.104	New Business Inspection	155.00	155.00	155.00
X.105	Perimeter Fencing / Gates Plan Review	275.00	275.00	275.00
X.106	Hydrants Review	335.00	335.00	335.00
X.107	Single Family Dwelling Review	585.00	585.00	585.00
X.108	Public Schools Site Review	460.00	460.00	460.00
X.109	County Projects Review	460.00	460.00	460.00
X.110	Over-the-Counter Plan Review – Hourly rate (1 hour minimum)	185.00	185.00	185.00
X.111	Overtime Inspections/Review – after normal office hours (2 hour minimum)	345.00	345.00	345.00
X.112	Expedited Plan Review, in addition to normal fee	650.00	650.00	650.00
X.113	Special Requests or Uncategorized – Hourly rate (1 hour minimum)	445.00	445.00	445.00
X.114	Board of Appeals Activation	250.00	250.00	250.00
X.115	Investigation of Construction without a Permit (1 hour minimum)	835.00	835.00	835.00



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA6

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN BIG BEAR CITY COMMUNITY SERVICES DISTRICT AND BIG BEAR FIRE AUTHORITY**

BACKGROUND

The consolidation of Big Bear City Fire Department and Big Bear Lake Fire Protection District began in 2012 and completed in 2018. Through legal counsel of Big Bear City Community Services District (CSD) and Big Bear Fire Authority, it was determined that certain statutory requirements of the CSD could not be transferred to the Fire Authority. These items were discussed at staff, committee, and board level.

As a result, staff created an internal administrative process as to which agency was going to be responsible for what functions and associated cost to do so. This administrative process has been reevaluated on two occasions in which some items were completed and no longer necessary. The costs for performing these functions were also adjusted.

There remains a land purchase loan made by CSD enterprise departments to the Fire Department paid at \$2,500 annually and a land use payment for the Fire Department training center at \$1,500 annually. These costs are included in the total annual cost for CSD administrative services of \$31,200.

This process was documented by Mary Reeves, CSD manager, before her departure in memo form dated September 8, 2023 (attachment A).

DISCUSSION

The CSD desires to formalize this administrative process through memorandum of understanding which has been provided by current CSD manager Glenn Jacklin (attachment B).

FISCAL IMPACT

Cost is included in the 2024/25 Fire Authority Budget at \$31,200 annually.

Title
June 11, 2023
Page 2

RECOMMENDATION

Approve Memorandum of Understanding between Big Bear City Community Services District (CSD) and Big Bear Fire Authority to memorialize administrative process retained by CSD and associated cost.

Attachment A: Memo signed by Mary Reeves
Attachment B: MOU Between BBCCSD and



September 8, 2023

RE: Fire Administrative Fee due to Big Bear City CSD

Chief Willis and Fire Authority Board,

When the Big Bear Fire Authority was formed, discussions regarding duties performed by staff at the Big Bear City Community Services District were had that resulted in an annual payment of \$31,200 from the Big Bear Fire Authority to the Big Bear City Community Services District.

The annual payment of \$31,200 includes an administrative fee for duties performed by Big Bear City Community Services District staff, a Fire Department land loan purchase reimbursement, and a lease payment for use of the Paradise Yard for the Big Bear Fire Authority Training Center.

To memorial those discussions, staff prepared the attached list of duties, along with the 2022 burdened rate for the staff members performing duties related to the Fire Department. Also attached is a Fire Land Loan repayment schedule, the annual payment is \$2,500. The annual lease payment for the use of Paradise Yard is \$1,500.

Over time, the list of duties performed by Big Bear City Community Services District staff should diminish and the Fire Land loan will be fully paid off. The annual lease payment for the use of Paradise Yard will continue until the Training Center is relocated.

Staff at the Big Bear City Community Services District are always available to discuss and negotiate solutions that benefit both the District and the Fire Authority.

Sincerely,

Mary T. Reeves

Mary Reeves
General Manager, Big Bear City Community Services District

Current Admin Fee \$ 31,200

Employee	Rate	Hrs/Month	Hrs/Year	Total
General Manager	\$ 181.64	0.5	6	\$ 1,090
Finance Officer	\$ 87.75	9	108	\$ 9,477
HR Manager/Board Secretary	\$ 102.99	9	108	\$ 11,123
Financial Analyst	\$ 86.01	4.5	54	\$ 4,645
Administrative Manager/Front Office	\$ 102.99	1	12	\$ 1,236
				\$ 27,570

Land Loan \$2,500 Per Year - Included in the \$31,200
PY Usage \$1,500 Per Year - Included in the \$31,201

Total \$ 31,570

Current Duties

Retiree OPEB/CERBIT/LIAL
CalPERS Data Extract for OPEB Valuation
Monthly LIAL Administration
Review and pass SANN Limit
Include Fire in the CSD Audit
Cash Management/Online Payments
State Comptroller's report
Side Fund Loan Administration
Maintain FD Fixed Assets
Tax collection/distribution
Sorting of Incoming Mail
Vault Storage of Documents
Paradise Yard Usage (\$1500/year)
Track Land Loan (\$2,500/year owed to Enterprise Depts.)
Monthly Health Payments to CalPERS for Retirees
CalPERS Service Prior to Membership Requests

Removed Duties

Fuel Surcharge
Fuel Keys
COBRA
GEMT Audit Assistance
Include Fire in the CSD Budget
Receive Residual Amb. Accounts Receivable

Payment Schedule

Fire Land Use Agreement

05.1260 - Amounts Due From Fire

0% interest

Date	AR balance	Payment amount	AR balance remaining	Paid	Date
4/30/2020	34,956.00	2,500.00	32,456.00	2,500.00	4/30/2020
4/30/2021	32,456.00	2,500.00	29,956.00	2,500.00	4/15/2021
4/30/2022	29,956.00	2,500.00	27,456.00	2,500.00	7/22/2021
4/30/2023	27,456.00	2,500.00	24,956.00	2,500.00	6/16/2022
4/30/2024	24,956.00	2,500.00	22,456.00		
4/30/2025	22,456.00	2,500.00	19,956.00		
4/30/2026	19,956.00	2,500.00	17,456.00		
4/30/2027	17,456.00	2,500.00	14,956.00		
4/30/2028	14,956.00	2,500.00	12,456.00		
4/30/2029	12,456.00	2,500.00	9,956.00		
4/30/2030	9,956.00	2,500.00	7,456.00		
4/30/2031	7,456.00	2,500.00	4,956.00		
4/30/2032	4,956.00	2,500.00	2,456.00		
4/30/2033	2,456.00	2,456.00	-		

**MEMORANDUM OF UNDERSTANDING BETWEEN
BIG BEAR CITY COMMUNITY SERVICES DISTRICT
AND
BIG BEAR FIRE AUTHORITY**

This Memorandum of Understanding (“MOU”) is dated _____, 2024 (the “Effective Date”) and is made by and between the Big Bear City Community Services District, a community services district existing under California law (“BBCCSD”), and the Big Bear Fire Authority, a joint powers authority existing under California law (“BBFA”). BBCCSD and BBFA are jointly referred to as the “Parties,” and individually as “Party.”

RECITALS

WHEREAS, BBCCSD is a district duly organized and existing under and pursuant to the Community Services District Law, Section 61000 et seq. of the California Government Code; and

WHEREAS, BBCCSD and the Big Bear Lake Fire Protection District (“FPD”) are each authorized to provide emergency and fire prevention and protection services, and medical aid services, in their respective service areas; and

WHEREAS, March 14, 2012, BBCCSD and FPD entered into a certain Shared Services Agreement to contract for the services of a Joint Fire Chief, combine and share fire administrative services and various fire operations personnel, and share fire prevention and suppression equipment for cost-saving purposes; and

WHEREAS, BBFA is a joint exercise of powers authority formed between BBCCSD and FPD pursuant to that certain Joint Exercise of Powers Agreement, dated June 12, 2012, as such agreement may be amended from time to time (“Joint Powers Agreement”) and

WHEREAS, BBFA was formed (in part) for the purpose of creating a framework for joint consolidation, combination, sharing, employment, hiring, retention, release, management, and administration of fire and medical administrative services personnel, operations personnel, and other personnel necessary to provide such services; and

WHEREAS, pursuant to the Joint Powers Agreement and Shared Services Agreement, BBFA, and BBCCSD agreed that various administrative functions required by BBFA would be performed by BBCCSD; and

WHEREAS, BBFA has been invoiced annually for the Administrative Services, Land Use Loan repayment, and a Use of Facilities fee; and

WHEREAS, the Parties wish to memorialize the terms under which they will cooperate by means of this MOU for Administrative Services, Land Use Loan repayment, and a Use of Facilities (Uoff) fee provided to BBFA by BBCCSD.

NOW, THEREFORE, to facilitate the reimbursement of these various functions performed by BBCCSD for BBFA, the Parties agree to the following terms and conditions:

AGREEMENT

1. INCORPORATION OF RECITALS. The recitals above are true and correct and are hereby incorporated herein by this reference.

2. BBCCSD OBLIGATIONS.

a. Administrative Services.

BBCCSD will continue to perform services listed below (the “Administrative Services”):

- (i) Retiree OPEB/CERBT/UAL
- (ii) CalPERS Data Extract for OPEB Valuations
- (iii) UAL Administration
- (iv) Review and pass the GANN limit
- (v) Include BBFA in BBCCSD Audit to the extent that the Accounting operations are performed by BBCCSD.
- (vi) Cash management / Online payments
- (vii) State Controller’s Report (SCO) to the extent that the Accounting operations are performed by BBCCSD.
- (viii) Side Fund Loan Administration
- (ix) Maintain BBFA Fixed Assets
- (x) Tax collection and distribution
- (xi) Sorting of incoming mail
- (xii) Vault storage of documents
- (xiii) Monthly Health payments to CalPERS for Retirees.
- (xiv) Assignment of annual Fire Tax and Appropriations Resolutions numbers and placement for adoption at the BBCCSD regular Board meeting
- (xv) Paid Call Firefighter CalPERS Service Prior to Membership Reporting
- (xvi) Retiree/Terminated Big Bear City Fire employee’s 457 Plan Administrator

b. Obligation.

BBCCSD agrees and will continue to perform the Administrative Services outlined in this Section 2 for BBFA for as long as BBFA is legally mandated to provide them and is unable to meet those obligations on its own. BBCCSD agrees to assign staff efficiently and effectively to perform the Administrative Services in order to accurately control costs.

c. Invoicing.

BBCCSD shall invoice BBFA annually on March 30th, for a sum of \$31,200 (NET 30 days). Such invoices shall include the cost of Administrative Services, a Land Use Loan Payment,

and a Use of Facility Payment as described below.

(i) Administrative Services will be provided by BBCCSD in the amount of \$27,200.00, (included in the total, Section 2. a) that includes, but is not limited to, the general description of services such as staff time, accounts payable and receivable, tax apportionment, audit services, and CalPERS services.

(ii) A Land Use Loan payment in the annual amount of \$2,500.00 (included in total, Section 2. a) with a balance of \$34,956.00 as of March 30, 2020, that will be fully repaid if all annual payments are met, upon payment of the March 30, 2033, invoice. The Land Use Loan Payment is described more particularly in Exhibit "A", attached hereto, and incorporated herein by this reference.

(iii) A Use of Facility (Uoff) payment in the annual amount of \$1,500.00 for the use of the Paradise Yard Area for the housing of the Fire Training Facility, and access to the area. The Paradise Yard Area is more particularly described in Exhibit "B", attached hereto, and incorporated herein by this reference. BBFA acknowledges that the Use of Facility Payment shall not cover the costs of repairing the Paradise Yard Area caused by BBFA's use. Such costs shall be negotiated separately between the Parties if required.

d. Review of Invoices.

Upon Party request or on the anniversary date of the second, fourth, sixth, and eighth year of the Effective Date of this MOU, BBCCSD's invoices shall be reviewed to accurately capture:

- (i) Staff time required to perform administrative services
- (ii) Staff's productive hourly rate while performing the administrative services
- (iii) To update the payment schedule for the Land Use Loan showing payments made, the remaining balance, the projected completion date, and
- (iv) Any changes to the Use of Facility payment amount.

3. BBFA OBLIGATIONS.

a. Payment to BBCCSD.

BBFA hereby agrees to pay the amounts for the Administrative Services, Land Use Loan, and Use of Facility Payment as described in Section 2(c) of this MOU. BBFA hereby acknowledges and agrees that the description and amounts for the Administrative Services, Land Use Loan, and Use of Facility Payment in Section 2(c) accurately reflect BBFA's payment obligations under this MOU. BBFA hereby agrees to pay any invoices that it receives from the BBCCSD according to this MOU within thirty (30) days of receipt.

b. Training Room Ownership.

BBFA hereby acknowledges and agrees that the Training Room, located in the Paradise Yard Area, as described in Exhibit "B", is owned by BBCCSD.

TO THE BBCCSD: Big Bear City Community Services District
 P.O. Box 558
 139 East Big Bear Boulevard
 Big Bear City, CA 92314-2565
 Attn: General Manager

Any Party may change its address by giving notice to the other Party in the manner provided for in this Section.

e. Severability.

If any provision of this MOU is held in a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall continue in full force and effect.

f. Amendment.

This MOU may not be amended or modified in any manner except by a written executed agreement by both Parties.

g. Successors.

This MOU shall be binding upon and shall inure to the benefit of the successors of each Party.

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**SIGNATURE PAGE
TO
MEMORANDUM OF UNDERSTANDING BETWEEN
BIG BEAR CITY COMMUNITY SERVICES DISTRICT
AND
BIG BEAR FIRE AUTHORITY**

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed and attested to by their proper officers hereunto duly authorized on the day and year first set forth above.

BIG BEAR FIRE AUTHORITY

By: _____
Name: Jeffrey Willis
Title: Fire Chief
Date: _____

ATTEST:

By: _____
Title: Secretary to the Governing Board

APPROVED TO FORM:

By: _____
Title: General Counsel for BBFA

BIG BEAR CITY COMMUNITY SERVICES DISTRICT

By: _____
Name: Glenn Jacklin
Title: General Manager
Date: _____

ATTEST

By: _____
Title: Secretary to the Governing Board

APPROVED TO FORM:

By: _____
Title: General Counsel for BBCCSD

EXHIBIT "A"

Payment Schedule
 Fire Land Use Agreement
 05.1260 - Amounts Due From Fire
 0% interest

Date	AR balance	Payment amount	AR balance remaining	Paid	Date
4/30/2020	34,956.00	2,500.00	32,456.00	2,500.00	4/30/2020
4/30/2021	32,456.00	2,500.00	29,956.00	2,500.00	4/15/2021
4/30/2022	29,956.00	2,500.00	27,456.00	2,500.00	7/22/2021
4/30/2023	27,456.00	2,500.00	24,956.00	2,500.00	6/16/2022
4/30/2024	24,956.00	2,500.00	22,456.00		
4/30/2025	22,456.00	2,500.00	19,956.00		
4/30/2026	19,956.00	2,500.00	17,456.00		
4/30/2027	17,456.00	2,500.00	14,956.00		
4/30/2028	14,956.00	2,500.00	12,456.00		
4/30/2029	12,456.00	2,500.00	9,956.00		
4/30/2030	9,956.00	2,500.00	7,456.00		
4/30/2031	7,456.00	2,500.00	4,956.00		
4/30/2032	4,956.00	2,500.00	2,456.00		
4/30/2033	2,456.00	2,456.00	-		

EXHIBIT "B"





BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA7

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Kristin Mandolini, Director of Business Services *KM*

SUBJECT: **RESOLUTION BBFA2024-003 FOR THE ADOPTION OF THE FISCAL YEAR 2024-2025 BIG BEAR FIRE AUTHORITY BUDGET**

BACKGROUND

Each year staff prepares a draft budget for review by the Board of Directors providing the opportunity for Board input and questions regarding fiscal plans and financial projections. On April 17, 2024, the Board considered the draft preliminary budget for the 2024-2025 fiscal year.

DISCUSSION

The budget presented for adoption is balanced with revenues exceeding operating and capital expenses in the amount of \$187,817. At the budget workshop, Battalion Chief Rogers informed the Board that the capital request to have the interior of Station 283 painted wasn't needed after all, resulting in a decrease to that capital request line item in the amount of \$4,825, increasing the contribution to fund balance from \$182,992 to \$187,817.

Additionally, the original budget request to completely remove and replace selected areas of the parking lot with asphalt at Station 282 was \$60,000. A quote was obtained for patch repairs only to postpone the new replacement asphalt in the amount of \$15,800. The Board may choose to leave the line item at \$60,000 for replacement or change it to \$15,800 for patch work.

As a result of the budget workshop discussion, the Board approved noticing of the Fiscal Year 2024-2025 Budget to be considered for adoption at the June 11, 2024 Board Meeting.

FISCAL IMPACT

Total proposed budgeted revenue includes \$13,845,659 in property tax revenue; \$4,253,347 in service charges; \$1,512,780 in reimbursements; \$486,395 in citations/cost recovery; and \$129,695 in grant, rental, and other revenues. The proposed expenses supported by these revenues include salaries, benefits and retiree benefits for \$15,322,388; professional services and insurance in the amount of \$2,109,111; equipment maintenance, supplies, utilities, and grant expenses in the amount of \$1,585,999; debt service in the amount of \$599,387; and capital expenditures in the amount of \$423,175.

RECOMMENDATION

Staff recommends the Board conduct a Public Hearing and approve Resolution No. BBFA2024-003, adopting the Big Bear Fire Authority Budget for Fiscal Year 2024-2025.

Attachment A: FY2024-2025 Fire Authority Budget

Attachment B: Resolution No. BBFA2024-003 Adoption of FY2024-2025 Fire Authority Budget

BIG BEAR FIRE AUTHORITY

2024-2025 Draft Budget

	Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Debt Service	Grants	Capital	Total
Revenue									
Property Tax Revenues	13,845,658	0	0	0	0	0	0	0	13,845,659
Service Charges	130,110	3,825,737	297,500	0	0	0	0	0	4,253,347
Mutual Aid Reimbursement	0	0	0	0	822,780	0	0	0	822,780
Personnel Reimbursement	0	0	690,000	0	0	0	0	0	690,000
Citations/Cost Recovery Fees	0	0	0	486,395	0	0	0	0	486,395
Use of Money and Property	73,329	0	9,600	0	0	0	0	0	82,929
Other Revenue	0	11,700	0	0	0	0	0	0	11,700
Grant Revenue	0	0	0	0	0	0	35,066	0	35,066
Total Revenue	14,049,096	3,837,438	997,100	486,395	822,780	0	35,066	0	20,227,875
Expenses									
Salaries and Benefits	9,193,566	3,209,748	745,544	405,316	615,008	0	0	0	14,169,182
Retiree Benefits	1,142,597	10,609	0	0	0	0	0	0	1,153,206
Professional Services	432,741	650,834	0	32,113	0	0	0	0	1,115,688
Insurance	742,581	250,842	0	0	0	0	0	0	993,423
Maintenance and Equipment	493,173	56,419	5,000	30,000	0	0	0	0	584,592
Supplies	144,800	167,640	0	37,429	4,704	0	0	0	354,572
Utilities	229,200	0	9,900	0	0	0	0	0	239,100
Other Expenditures	295,757	12,400	0	26,000	38,512	0	0	0	372,669
Debt Service - Apparatus	0	0	0	0	0	432,746	0	0	432,746
Debt Service - Pension	0	0	0	0	0	166,641	0	0	166,641
Grant Related Expenditures	0	0	0	0	0	0	35,066	0	35,066
Transfer to Capital Fund	0	0	0	0	0	0	0	423,175	423,175
Total Expenses	12,674,414	4,358,492	760,444	530,857	658,224	599,387	35,066	423,175	20,040,058
Excess Revenue Over Expenses	1,374,682	(521,054)	236,657	(44,463)	164,556	(599,387)	0	(423,175)	187,817



Projected Fund Balance at 6/30/24 4,153,145
 Projected Fund Balance at 6/30/25 4,340,962

**DRAFT REVENUE CATEGORY DETAILS
2024-2025**

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Property Taxes	CSD Fire Parcel Tax	2,372,620						2,372,620
	CSD Fire Ad Valorum Property Tax	3,604,003						3,604,003
	FPD Ad Valorum Taxes	6,390,364						6,390,364
	FPD Suppl Roll Prtx Current Year	97,201						97,201
	FPD Unitary Tax	161,032						161,032
	FPD Prior Year Taxes	90,406						90,406
	FPD Suppl Roll Prtx Prior Year	90,869						90,869
	FPD RDA Residual Balance RR09	757,933						757,933
	FPD RDA Residual Balance RR10	57,479						57,479
	FPD RDA Sharing Agreement RR09	196,285						196,285
FPD RDA Sharing Agreement RR10	27,465						27,465	
	Total	13,845,658	-	-	-	-	-	13,845,658

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Current Service Charges	Workers Comp Reimb	128,677						128,677
	Public Training	1,432						1,432
	Ambulance Charges for Service		7,581,535					7,581,535
	Ambulance Contractual Allowance		(3,254,499)					(3,254,499)
	Ambulance Membership Write-Off		(501,298)					(501,298)
	Air Amb - Patient Transport Fees				297,500			297,500
	Total	130,110	3,825,737	297,500	-	-	-	4,253,347

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Mutual Aid	Mutual Aid Response Reimbursement					822,780		822,780
	Total	-	-	-	-	822,780	-	822,780

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Personnel Reimbursement	Air Amb - Clinical Crew - Paramedic Reimbursement			552,000				552,000
	Air Amb - Clinical Crew - Flight Nurse Reimbursement			138,000				138,000
	Total	-	-	690,000	-	-	-	690,000

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Citations/Cost Recovery	Fire Hazard Abatement Citations				412,883			412,883
	Mandated Inspections Reporting SB1205				0			-
	Wildfire Mitigation Disclosure AB 38				26,988			26,988
	Inspections Reports and Misc				18,365			18,365
	Licenses and Permits				958			958
	Plan Review				27,202			27,202
	Total	-	-	-	486,395	-	-	486,395

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
<i>Use of Money and Property</i>	Gain on Investment	5,000						5,000
	Rent Income - Bear Mtn	3,750						3,750
	Rent Income - Baldwin Lake	39,051						39,051
	Rent/Options - Cell Tower	25,528						25,528
	Amb Air - Facility Lease			9,600				9,600
	Total	73,329	-	9,600	-	-	-	82,929

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
<i>Other Revenue</i>	Ambulance Membership Program		21,000					21,000
	Ambulance Membership Write-Off		(9,300)					(9,300)
	Total	-	11,700	-	-	-	-	11,700

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
<i>Grant Revenue</i>	Grant Revenue						35,066	35,066
	Total	-	-	-	-	-	35,066	35,066

**DRAFT EXPENSE CATEGORY DETAILS
2024-2025**

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
<i>Salaries and Benefits</i>	Salaries	4,222,216	1,495,230	352,425	274,908	174,755		6,519,535
	Overtime	1,237,340	560,333	108,130	1,341	431,463		2,338,607
	Paramedic Pay	309,843	15,788					325,632
	Uniform Allowance	36,000						36,000
	Medical Insurance	756,296	262,979	129,748	31,264			1,180,287
	Dental Insurance	49,080	11,835	7,823	3,954			72,692
	Vision Insurance	5,839	2,223	794	380			9,235
	Life Insurance	5,322	3,157	1,751	390			10,620
	Disability Insurance	13,216	13,550	3,929	963			31,657
	HRA	175,508	96,242	20,750	12,500			305,000
	Other Retirement Expense	31,500						31,500
	SBCERA Expense - Retirement	2,202,276	679,588	114,341	75,120			3,071,325
	Medicare ER	82,083	25,697	5,185	4,174	8,790		125,929
	SUI Insurance	5,913	2,809	668	322			9,713
	Direct Benefits Cafeteria	61,134	40,317					101,451
	Total	9,193,566	3,209,748	745,544	405,316	615,008	-	14,169,182

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
<i>Retiree Benefits</i>	Retiree Medical Insurance	332,600	10,609					343,209
	PERS Unfunded Liability	809,997						809,997
	Total	1,142,597	10,609	-	-	-	-	1,153,206

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Professional Services	Contractual Services							
	California Medical Maintenance		83,500					83,500
	Nancy K Bohl Inc. Employee Counseling /Testing	9,000						9,000
	Complete Billing Services		115,000					115,000
	Forced Abatements/Citation Processing				32,113			32,113
	Confire	81,945	245,834					327,779
	Emergency Repairs	40,000						40,000
	Professional Services							
	Legal	85,000						85,000
	Audit	27,690						27,690
	DTA's services for CFD	20,000						20,000
	TRAN Cost of Issuance	50,000						50,000
	ICEMA contract	12,000	12,000					24,000
	LAFCo Apportionment/CalPERS GASB68 (CSD)	3,600						3,600
	ICEMA Medical Control	2,500	4,500					7,000
	Property Tax Budget Forecasting	10,000						10,000
	Other							
General Support Services - CSD	31,200						31,200	
Property Tax Collection Charges	48,806						48,806	
PP-GEMT IGT			190,000				190,000	
Recruitment		11,000					11,000	
	Total	432,741	650,834		32,113			1,115,688

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Insurance	Workers Compensation Insurance	500,013	190,481					690,494
	Workers Comp Tail Claims	5,000						5,000
	Property Insurance	31,406	10,469					41,874
	Liability Insurance	199,568	49,892					249,461
	Crime & Other Insurance	6,594						6,594
	Total	742,581	250,842		-			993,423

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Maintenance & Equipment	Fleet Maintenance	151,500	48,333					199,833
	Equipment Rotation	76,600						76,600
	Machinery and Equipment	50,000						50,000
	Maint - Buildings and Grounds	80,000		5,000				85,000
	Maintenance Equipment	45,000						45,000
	Communications - Radio	11,200						11,200
	Software/Other Peripheral	78,873	8,085		30,000			116,958
		Total	493,173	56,419	5,000	30,000		

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Supplies	Clothing and Personal Equipment	34,100						34,100
	Fuel	74,600	55,840		5,000	4,704		140,143
	General Household	17,200						17,200
	Medical Supplies		111,500					111,500
	Office Supplies	10,000			2,000			12,000
	Postage	4,500	300		30,429			35,229
	Printing	4,400						4,400
	Total	144,800	167,640		37,429	4,704		354,572

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Utilities	Data Telephone Lines	71,100						71,100
	Utilities - Electric	74,700		6,900				81,600
	Utilities - Gas	64,100		1,700				65,800
	Utilities - Water	19,300		1,300				20,600
	Total	229,200	-	9,900	-			239,100

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Other Expenditures	Advertising	8,000			25,000			33,000
	Community Promotion	5,000						5,000
	Education & Training	66,267						66,267
	Employee Appreciation	3,000						3,000
	Interest Expense	50,000						50,000
	Other Expenditures	2,500	3,000		1,000			6,500
	Memberships and Dues	6,000						6,000
	Rents and Leases	56,600						56,600
	Travel	31,800				38,512		70,312
	Board & Admin Meetings	5,300						5,300
	Board Stipends and Expenses	17,356						17,356
	Bank Fees	4,934	9,400					14,334
	Reimburse CSD- Street Lighting	39,000						39,000
		Total	295,757	12,400		26,000	38,512	

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Debt Servicing Apparatus	Type 1 Engine Loan Principal (PNC)	116,106						116,106
	Type 1 Engine Loan Interest (PNC)	3,531						3,531
	Brush Engine/Ladder Truck -Loan Principal (B of A)	152,919						152,919
	Brush Engine/Ladder Truck -Loan Interest (B of A)	23,112						23,112
	Type 1 Engine/Ambulance/BC Rig Loan Principal (B of A)	117,519						117,519
	Type 1 Engine/Ambulance/BC Rig Loan Interest B of A)	19,559						19,559
	Total	432,746	-	-	-			432,746

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Debt Servicing Pension	Side Fund Loan CSD (Principal)	60,522						60,522
	Side Fund Loan CSD (Interest)	1,135						1,135
	SBCERA County Pool Payment - Principal	38,330						38,330
	SBCERA County Pool Payment - Interest	66,654						66,654
	Total	166,641	-	-	-	-	-	166,641

		Operations	Ambulance	Air Ops	Prevention	Mutual Aid	Grants	Total
Other Funds	Grant Expenditures						35,066	35,066
	<i>Capital Expenditures:</i>							
	Ambulance Chassis + Buildout (Roll to 24-25)	179,500						179,500
	282 Roof (Roll to 24-25)	150,000						150,000
	Gurney	10,000						10,000
	282 Exterior Paint	9,925						9,925
	282 Asphalt	60,000						60,000
	283 Exterior/Interior Bay Paint	9,750						9,750
	Snow Blower	4,000						4,000
	<i>Total</i>	423,175						423,175
		Total	423,175	-	-	-	-	35,066

BIG BEAR FIRE AUTHORITY
5 Year Budget Projection
Fiscal Years 24/25 - 28/29

	Current	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
Revenue						
Property Tax Revenue	12,939,524	13,845,659	14,399,485	14,975,464	15,574,483	16,197,462
Services Charges	4,184,315	4,253,347	4,338,414	4,425,182	4,513,686	4,603,959
Mutual Aid Reimbursement	1,020,207	822,780	839,236	856,021	873,141	890,604
Personnel Reimbursement	690,000	690,000	703,800	717,876	732,234	746,878
Citations/Cost Recovery Fees	417,277	486,395	496,123	506,045	516,166	526,489
Use of Money and Property	82,306	82,929	84,587	86,279	88,005	89,765
Other Revenue	4,900	11,700	11,934	12,173	12,416	12,664
Grant Revenue	41,852	35,066	35,767	36,483	37,212	37,956
Total Revenue	19,380,380	20,227,875	20,909,346	21,615,522	22,347,342	23,105,779
Operating Expenses						
Salaries and Benefits	13,560,450	14,169,182	14,523,411	14,886,497	15,258,659	15,640,126
Retiree Benefits	800,282	1,153,206	1,210,866	1,271,410	1,334,980	1,401,729
Professional Services	1,091,993	1,115,688	1,171,472	1,230,046	1,291,548	1,356,125
Insurance	1,033,842	993,423	1,043,094	1,095,249	1,150,011	1,207,512
Maintenance and Equipment	567,073	584,592	613,821	644,512	676,738	710,575
Supplies	335,232	354,572	372,300	390,915	410,461	430,984
Utilities	231,800	239,100	251,055	263,608	276,788	290,628
Other Expenditures	441,756	372,669	391,302	410,867	431,411	452,981
Debt Service - Apparatus	432,748	432,746	454,383	477,102	500,958	526,005
Debt Service - Pension	228,298	166,641	174,973	183,721	192,908	202,553
Grant Related Expenditures	41,852	35,066	36,819	38,660	40,593	42,623
Total Operating Expenses	18,765,326	19,616,883	20,243,498	20,892,588	21,565,055	22,261,841
Revenue Less Expenses	615,054	610,992	665,848	722,935	782,288	843,938
Capital Expenditures	(325,000)	(423,175)				
Contribution to Fund Balance	290,054	187,817	665,848	722,935	782,288	843,938
Estimated Fund Balance	4,153,145	4,340,962	5,006,810	5,729,744	6,512,032	7,355,970

Assumptions: 4% increase to tax revenue, 2% increase to all other revenue, 2.5% increase to salaries for step increases, 5% increase in all other expense categories.

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
OPERATIONS						
Operations Revenue						
Property Taxes						
CSD Fire Parcel Tax	2,204,900	2,203,394	2,291,501	1,393,508	2,291,501	2,372,620
CSD Fire Ad Valorum Property Tax	2,975,263	3,352,048	3,417,124	2,187,073	3,417,124	3,604,003
FPD Ad Valorum Taxes	5,091,887	5,572,251	6,076,426	3,188,497	6,076,426	6,390,364
FPD Suppl Roll Prtx Current Year	142,145	119,627	64,117	38,137	64,117	97,201
FPD Unitary Tax	161,180	176,365	161,032	118,687	161,032	161,032
FPD Prior Year Taxes	10,388	74,941	33,508	313,173	313,173	90,406
FPD Suppl Roll Prtx Prior Year	49,466	132,899	61,712	99,598	99,598	90,869
FPD RDA Residual Balance RR09	474,839	495,691	628,083	386,466	628,083	757,933
FPD RDA Residual Balance RR10	82,159	94,972	25,302	73,253	73,253	57,479
FPD RDA Sharing Agreement RR09	184,618	181,429	165,810	132,141	165,810	196,285
FPD RDA Sharing Agreement RR10	36,257	42,989	14,910	26,578	26,578	27,463
Total Property Tax Revenue	11,413,101	12,446,605	12,939,524	7,957,111	13,316,694	13,845,658
Current Services Charges						
Workers Comp Reimb	50,329	36,911	58,164	128,259	165,000	128,677
Inspections Reports and Misc	122,105	11,201	0	2,065	3,098	0
Licenses and Permits	2,533	4,632	0	276	414	0
Public Training	0	1,820	2,200	1,105	1,658	1,432
Plan Review	26,942	25,894	0	0	0	0
Total Current Service Charges	201,909	80,458	60,364	131,705	170,169	130,110
Use of Money and Property						
Gain on Sale of Assets	50,867	102,050	0	0	0	0
Gain on Investment	811	772	5,000	513	1,000	5,000
Rent Income - Bear Mtn	0	15,000	3,750	0	3,750	3,750
Rent Income - Baldwin Lake	37,359	38,196	39,051	22,281	39,051	39,051
Rent/Options - Cell Tower	23,476	25,407	24,905	22,262	24,905	25,528
Transfer in - General Fund	400,000	0	0	0	0	0
Total Use of Money and Property	512,513	181,425	72,706	45,056	68,706	73,329
Total Operations Revenue	12,127,523	12,708,488	13,072,593	8,133,872	13,555,569	14,049,096
Operations Expenditures						

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Salaries						
Salaries	3,814,011	4,243,274	3,964,820	2,713,015	4,069,523	4,222,216
Total Salaries	3,814,011	4,243,274	3,964,820	2,713,015	4,069,523	4,222,216
Overtime & Other Pay						
Overtime	1,301,907	1,347,455	942,761	1,072,783	1,509,175	1,237,340
Paramedic Pay	273,275	277,236	282,600	181,936	272,904	309,843
Uniform Allowance	36,000	36,000	36,000	36,000	36,000	36,000
Total Overtime & Other Pay	1,611,182	1,660,691	1,261,361	1,290,719	1,818,079	1,583,183
Benefits						
Medical Insurance	680,164	771,704	760,990	506,836	745,254	756,296
Dental Insurance	41,234	62,187	59,439	32,059	42,745	49,080
Vision Insurance	9,403	8,773	9,127	4,407	6,611	5,839
Life Insurance	5,423	5,211	5,868	3,405	5,108	5,322
Disability Insurance	10,358	19,412	14,052	13,865	20,798	13,216
HRA	284,248	176,209	192,236	(2,653)	192,236	175,508
Other Retirement Expense	28,736	26,974	30,500	18,977	30,500	31,500
SBCERA Expense - Retirement	2,087,004	2,091,300	2,242,053	1,427,894	2,141,841	2,202,276
Medicare ER	80,410	87,529	77,963	54,841	85,370	82,083
SUI Insurance	9,906	9,412	7,636	7,031	10,547	5,913
Direct Benefits Cafeteria	19,890	80,647	50,732	52,718	60,000	61,134
Total Benefits Employer Paid	3,256,777	3,339,358	3,450,595	2,119,380	3,341,009	3,388,166
Total Salaries and Benefits	8,681,970	9,243,323	8,676,776	6,123,114	9,228,610	9,193,566
Retiree Benefits						
Retiree Medical Insurance	314,966	314,450	331,300	215,228	322,842	332,600
PERS Unfunded Liability	616,998	684,766	459,300	306,197	459,296	809,997
Total Retiree Benefits	931,964	999,216	790,600	521,425	782,138	1,142,597
Professional Services						
Contractual Services	184,009	187,769	169,000	60,204	160,306	130,945
Professional Services	58,177	74,400	104,580	40,008	85,012	125,790
Professional Services - Legal	80,234	62,917	85,000	96,207	114,311	85,000
Recruitment	12,572	11,047	10,900	3,987	5,981	11,000
General Support Services - CSD	31,200	31,200	31,200	0	31,200	31,200
Property Tax Collect Charges	53,619	63,152	44,467	9,161	44,467	48,806

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Total Professional Services	419,811	430,485	445,147	209,567	441,276	432,741
Insurance						
Workers Compensation Insurance	447,115	517,830	605,730	444,401	666,602	500,013
Workers Comp Tail Claims	(26,903)	3,079	5,000	395	593	5,000
Insurance Property	27,759	23,031	32,392	20,372	30,558	31,406
Insurance Liability	121,157	113,670	129,208	91,021	136,532	199,568
Insurance Crime & Other	4,355	4,906	5,734	5,532	8,298	6,594
Total Insurance	573,483	662,516	778,065	561,721	842,582	742,581
Maintenance and Equipment						
Fleet Maintenance	156,964	136,495	151,500	149,960	199,940	151,500
Equipment Rotation	48,743	30,582	76,600	225	76,600	76,600
Machinery and Equipment	48,685	51,345	50,000	8,966	50,000	50,000
Maint - Buildings and Grounds	55,782	110,299	80,000	52,683	79,025	80,000
Maintenance Equipment	40,810	55,035	45,000	19,561	49,342	45,000
Communications - Radio	7,620	15,841	11,200	17,235	17,235	11,200
Software/Other Peripheral	80,024	103,281	78,873	21,834	72,751	78,873
Total Maintenance and Equipment	438,629	502,878	493,173	270,464	544,892	493,173
Supplies						
Clothing and Personal Equipment	37,576	32,834	34,100	18,729	28,094	34,100
Fuel	69,060	78,642	74,600	47,152	70,728	74,600
General Household	17,483	16,758	17,200	7,422	16,133	17,200
Office Supplies	10,395	14,765	10,000	7,133	10,700	10,000
Postage	3,873	4,862	3,300	2,895	4,343	4,500
Printing	1,275	2,760	1,600	2,908	4,362	4,400
Total Supplies	139,662	150,621	140,800	86,239	134,359	144,800
Utilities						
Data Telephone Lines	70,115	75,233	69,000	37,649	69,000	71,100
Utilities - Electric	59,569	76,427	72,500	43,272	72,500	74,700
Utilities - Gas	36,546	66,977	62,200	31,614	62,200	64,100
Utilities - Water	20,409	21,726	18,500	12,457	18,500	19,300
Total Utilities	186,638	240,363	222,200	124,992	222,200	229,200
Other Expenditures						
CSD Facility & Land Use Agreement	2,500	0	0	0	0	0

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Advertising	8,204	29,965	8,000	3,115	8,000	8,000
Community Promotion	698	4,599	5,000	2,216	3,324	5,000
Education & Training	65,539	40,496	104,955	22,074	63,111	66,267
Employee Appreciation	3,042	2,207	3,000	250	2,570	3,000
Interest Expense	16,953	21,495	70,000	0	41,875	50,000
Other Expenditures	1,998	1,700	2,500	(683)	2,500	2,500
Memberships and Dues	5,876	3,554	6,000	5,220	7,830	6,000
Rents and Leases	49,883	52,847	52,800	36,621	54,932	56,600
Travel	16,640	22,555	31,800	5,805	13,708	31,800
Board & Admin Meetings	1,399	7,132	5,700	3,381	5,072	5,300
Board Stipends and Expenses	10,400	11,418	14,925	16,850	25,275	17,356
Bank Fees	16,820	11,887	16,100	3,133	4,700	4,934
Reimburse CSD- Street Lighting	21,496	33,985	38,600	26,004	39,006	39,000
Reimburse GEMT Overpayment	488,801	0	0	0	0	0
Total Other Expenditures	710,250	243,840	359,380	123,986	271,901	295,757
Total Operating Expenditures	12,082,408	12,473,242	11,906,142	8,021,508	12,467,956	12,674,414
Excess Revenue over Expenses - Operations	45,116	235,246	1,166,452	112,364	1,087,613	1,374,682

AMBULANCE

Ambulance Revenue						
Current Services Charges						
Ambulance Charges for Services	5,895,158	7,015,322	7,658,988	4,813,673	7,220,510	7,581,535
Contractual Allowance	(3,473,537)	(3,865,871)	(3,539,037)	(2,119,417)	(3,179,126)	(3,254,499)
Bad Debt	(486,674)	(729,906)	(571,000)	(324,465)	(486,698)	(501,298)
Write-Offs	(13,280)	0	0	0	0	0
Ground Emergency Medical Transport	0	923,347	115,000	39,603	39,603	0
Total Current Service Charges	1,921,667	3,342,892	3,663,951	2,409,394	3,594,290	3,825,737
Other Revenue						
Ambulance Membership Program	21,450	19,345	20,000	13,965	20,948	21,000
Ambulance Membership Write-Off	(5,595)	(11,967)	(15,100)	(6,152)	(9,228)	(9,300)
Total Other Revenue	15,855	7,378	4,900	7,813	11,720	11,700

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Total Ambulance Revenue	1,937,522	3,350,270	3,668,851	2,417,207	3,606,009	3,837,437

Ambulance Expenditures

Salaries

Salaries	1,075,404	1,224,540	1,332,960	825,552	1,288,328	1,495,230
Total Salaries	1,075,404	1,224,540	1,332,960	825,552	1,288,328	1,495,230

Overtime & Other Pay

Overtime	694,973	798,967	590,668	533,611	700,417	560,333
Paramedic Pay	14,425	14,321	14,400	9,485	14,228	15,788
Total Overtime & Other Pay	709,398	813,288	605,068	543,096	714,644	576,121

Benefits

Medical Insurance	211,824	236,419	227,281	175,416	263,124	262,979
Dental Insurance	36,024	13,554	16,482	7,514	11,271	11,835
Vision Insurance	3,294	3,333	2,881	2,250	3,375	2,223
Life Insurance	2,704	2,957	2,844	1,883	2,825	3,157
Disability Insurance	8,310	11,481	7,065	8,770	13,155	13,550
SBCERA Expense - Retirement	567,673	583,144	606,024	405,589	608,384	679,588
HRA	7,250	6,646	87,014	4,833	87,014	96,242
Medicare ER	20,622	26,643	21,311	18,181	27,272	25,697
SUI Insurance	4,597	5,137	2,920	3,559	5,339	2,809
Direct Benefits Cafeteria	34,086	31,918	30,934	22,094	33,141	40,317
Total Benefits Employer Paid	896,385	921,232	1,004,756	650,089	1,054,898	1,138,396

Total Salaries and Benefits	2,681,187	2,959,060	2,942,784	2,018,737	3,057,870	3,209,748
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Retiree Benefits

Retiree Medical Insurance	9,158	9,624	9,682	6,833	10,250	10,609
Total Retiree Benefits	9,158	9,624	9,682	6,833	10,250	10,609

Professional Services

Contractual Services	485,573	583,973	621,846	449,960	674,940	650,834
Total Professional Services	485,573	583,973	621,846	449,960	674,940	650,834

Insurance

Workers Compensation Insurance	148,818	172,610	201,910	148,134	174,714	190,481
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2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Insurance Property	7,148	7,677	10,797	6,791	10,187	10,469
Insurance Liability	40,386	37,890	43,069	30,341	45,512	49,892
Total Insurance	196,351	218,177	255,777	185,266	230,412	250,842
Maintenance and Equipment						
Fleet Maintenance	48,559	63,971	42,200	17,093	25,640	48,333
Software/Other Peripheral	4,600	11,722	14,700	3,060	2,590	8,085
Total Maintenance and Equipment	53,158	75,693	56,900	20,153	28,230	56,419
Supplies						
Fuel	55,434	52,285	59,800	25,679	38,519	55,840
Medical Supplies	106,376	102,954	106,500	74,282	111,423	111,500
Postage	0	210	300	200	300	300
Total Supplies	161,809	155,449	166,600	100,161	150,242	167,640
Other Expenditures						
Other Expenditures	2,692	4,196	3,800	1,963	2,945	3,000
Bank Fees	3,246	6,900	5,400	6,223	9,335	9,400
Total Other Expenditures	5,939	11,096	9,200	8,186	12,279	12,400
Total Ambulance Expenditures	3,593,176	4,013,072	4,062,789	2,789,296	4,164,222	4,358,492
Excess Revenue over Expenses - Ambulance	(1,655,655)	(662,802)	(393,938)	(372,089)	(558,213)	(521,054)

AIR OPERATIONS

Air Operations Revenue						
Current Services Charges						
Air Amb - Clinical Crew - Paramedic Reimbursement	498,333	524,472	552,000	352,106	528,159	552,000
Air Amb - Clinical Crew - Flight Nurse Reimbursement	326,005	138,000	138,000	92,000	138,000	138,000
Air Amb - Patient Transport Fees	445,000	315,350	460,000	173,400	260,100	297,500
Total Current Service Charges	1,269,338	977,822	1,150,000	617,506	926,259	987,495
Use of Money and Property						
Amb Air - Facility Lease	9,600	9,600	9,600	5,021	9,600	9,600
Total Use of Money and Property	9,600	9,600	9,600	5,021	9,600	9,600
Total Air Operations Revenue	1,278,938	987,422	1,159,600	622,527	935,859	997,095

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Air Operations Expenditures						
Salaries						
Salaries	378,876	275,446	339,538	187,305	300,958	352,425
Total Salaries	378,876	275,446	339,538	187,305	300,958	352,425
Overtime & Other Pay						
Overtime	146,050	103,467	193,000	69,987	104,981	108,130
Total Overtime & Other Pay	146,050	103,467	193,000	69,987	104,981	108,130
Benefits						
Medical Insurance	136,421	99,557	120,539	77,074	115,611	129,748
Dental Insurance	8,657	5,418	8,766	4,082	6,123	7,823
Vision Insurance	1,749	1,287	1,044	907	1,361	794
Life Insurance	2,943	1,627	1,751	998	1,497	1,751
Disability Insurance	8,973	4,760	4,314	2,881	4,322	3,929
SBCERA Expense - Retirement	149,068	102,619	114,224	66,380	99,570	114,341
HRA	750	687	20,750	500	20,750	20,750
Medicare ER	9,847	7,723	4,993	5,493	5,886	5,185
SUI Insurance	1,504	995	784	663	987	668
Total Benefits	319,912	224,673	277,166	158,978	256,106	284,989
Total Salaries and Benefits	844,838	603,586	809,704	416,270	662,044	745,544
Maintenance and Equipment						
Maintenance Building and Grounds	4,174	6,845	5,000	0	5,000	5,000
Total Maintenance and Equipment	4,174	6,845	5,000	0	5,000	5,000
Utilities						
Utilities - Electric	9,576	8,072	6,400	4,545	6,818	6,900
Utilities - Gas	1,221	1,791	1,700	1,121	1,682	1,700
Utilities - Water	1,208	1,549	1,500	846	1,269	1,300
Total Utilities	12,005	11,412	9,600	6,512	9,768	9,900
Total Air Operations Expenditures	861,016	621,843	824,304	422,782	676,812	760,444
Excess Revenue over Expenses - Air Operations	417,922	365,579	335,296	199,745	259,047	236,651

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget

FIRE PREVENTION

Fire Prevention Revenue						
Fire Hazard Abatement Citations	0	0	287,000	262,148	393,222	412,883
Mandated Inspections Reporting SB1205	0	0	20,944	0	0	0
Wildfire Mitigation Disclosure AB 38	0	0	72,000	17,135	25,703	26,988
Inspections Reports and Misc	0	0	6,833	11,660	17,490	18,365
Licenses and Permits	0	0	2,400	608	912	958
Plan Review	0	0	28,100	17,271	25,907	27,202
Total Fire Prevention Revenue	0	0	417,277	308,822	463,233	486,395

Total Fire Prevention Revenue			417,277	308,822	463,233	486,395
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Fire Prevention Expenditures						
Salaries						
Salaries	0	0	268,338	156,679	235,019	274,908
Total Salaries	0	0	268,338	156,679	235,019	274,908

Overtime & Other Pay						
Overtime	0	0	5,000	868	1,302	1,341
Total Overtime & Other Pay	0	0	5,000	868	1,302	1,341

Benefits - Employer Paid						
Medical Insurance	0	0	27,449	25,815	38,723	31,264
Dental Insurance	0	0	3,109	1,118	1,677	3,954
Vision Insurance	0	0	271	362	543	380
Life Insurance	0	0	312	221	332	390
Disability Insurance	0	0	770	448	672	963
SBCERA Expense - Retirement	0	0	48,923	63,290	94,935	75,120
HRA	0	0	10,000	1,667	10,000	12,500
Medicare ER	0	0	4,056	2,395	3,593	4,174
SUI Insurance	0	0	378	539	809	322
Total Benefits	0	0	95,268	95,855	151,282	129,067

Total Salaries and Benefits			368,606	253,402	387,603	405,316
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Professional Services

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Contractual Services			25,000	20,389	30,584	32,113
Total Professional Services			25,000	20,389	30,584	32,113
Maintenance and Equipment						
Software/Other Peripheral			12,000	30,896	30,896	30,000
Total Maintenance and Equipment			12,000	30,896	30,896	30,000
Supplies						
Fuel			5,000	0	0	5,000
Office Supplies			2,000	2,279	3,419	2,000
Postage			15,000	19,695	29,543	30,429
Total Supplies			22,000	21,974	32,961	37,429
Advertising			25,000	39	25,000	25,000
Other Expenditures			1,000	392	588	1,000
Total Other Expenditures			26,000	431	25,588	26,000
Total Fire Prevention Expenditures			453,606	327,092	507,631	530,857
Excess Revenue over Expenses - Fire Prevention			(36,329)	(18,270)	(44,398)	(44,463)

MUTUAL AID

Mutual Aid Revenue						
Intergovernmental						
Mutual Aid Response Reimbursement	1,862,051	1,413,019	1,020,207	625,354	1,301,457	822,780
Total Intergovernmental Revenue	1,862,051	1,413,019	1,020,207	625,354	1,301,457	822,780
Total Mutual Aid Revenue	1,862,051	1,413,019	1,020,207	625,354	1,301,457	822,780
Mutual Aid Expenditures						
Salaries						
Salaries	313,942	182,740	216,688	95,346	162,421	174,755
Total Salaries	313,942	182,740	216,688	95,346	162,421	174,755
Overtime & Other Pay						
Overtime	810,165	482,337	534,992	318,257	449,875	431,463
Total Overtime & Other Pay	810,165	482,337	534,992	318,257	449,875	431,463

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Benefits - Employer Paid						
Medicare ER	19,501	11,867	10,899	9,375	8,878	8,790
Total Benefits Employer Paid	19,501	11,867	10,899	9,375	8,878	8,790
Total Salaries and Benefits	1,143,608	676,944	762,580	422,978	621,174	615,008
Supplies						
Fuel	9,917	4,512	5,832	3,041	9,502	4,704
Total Supplies	9,917	4,512	5,832	3,041	9,502	4,704
Other Expenditures						
Supplies/Travel	87,135	137,501	47,176	34,364	48,196	38,512
Total Other Expenditures	87,135	137,501	47,176	34,364	48,196	38,512
Total Mutual Aid Expenditures	1,240,660	818,957	815,587	460,383	678,872	658,224
Excess Revenue over Expenses - Mutual Aid	621,391	594,062	204,619	164,971	622,585	164,556

DEBT SERVICING/TRANSFERS

Debt Servicing						
Debt Service - Apparatus						
Ambulance Purchase-Loan Principal	21,299	0	0	0	0	0
Ambulance Purchase-Loan Interest	692	0	0	0	0	0
Type 1 Engine Loan Principal (PNC)	111,103	111,239	114,134	115,091	112,196	116,106
Type 1 Engine Loan Interest (PNC)	8,534	8,398	5,503	4,546	4,546	3,531
Brush Engine/Ladder Truck -Loan Principal (B of A)	0	147,632	150,252	150,253	150,523	152,919
Brush Engine/Ladder Truck -Loan Interest (B of A)	0	28,400	25,780	25,780	25,780	23,112
Type 1 Engine/Ambulance/BC Rig Loan Principal (B of A)	0	113,083	113,083	115,280	115,280	117,519
Type 1 Engine/Ambulance/BC Rig Loan Interest B of A)	0	23,996	23,996	21,799	23,996	19,559
Total Debt Service - Apparatus	141,629	432,748	432,748	432,749	432,321	432,746
Debt Service - Pension						
Side Fund Loan CSD (Principal)	109,293	113,429	117,723	58,315	117,723	60,522
Side Fund Loan CSD (Interest)	14,021	9,884	5,591	3,342	5,591	1,135
SBCERA County Pool Payment - Principal	0	32,405	35,243	23,495	35,243	38,330

2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
SBCERA County Pool Payment - Interest	0	72,579	69,741	46,494	69,741	66,654
Total Debt Service - Pension	123,314	228,297	228,298	131,646	228,298	166,641

Total Debt Service	264,943	661,045	661,045	564,395	660,619	599,387
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Transfer Out - Grant Fund (Matching Expenses)	10,261	17,429		0	0	0
Transfer Out - Capital Fund	720,572	131,776	325,000	57,020	137,520	423,175

GRANT FUND

BBL Chipping/Tree Contribution Revenue

Chipping Contribution - City of BBL	0	0	9,462			9,462
Tree Contribution - City of BBL	14,775	2,700	17,467	6,887	8,888	8,580
Total Revenue	14,775	2,700	26,929	6,887	8,888	18,042

BBL Chipping Contribution Expense

Contractual Services - Chip	0	0	9,462			9,462
Contractual Services - Tree	14,775	2,700	17,467	6,887	8,888	8,580
Total Expense	14,775	2,700	26,929	6,887	8,888	18,042

HSG Grant Revenue

Grant Revenue	0	17,081	14,923	0	14,111	17,024
Total Revenue	0	17,081	14,923	0	14,111	17,024

HSG Grant Expense

Radios	0	17,081	14,923	15,248	15,248	17,024
Total Expense	0	17,081	14,923	15,248	15,248	17,024

Total Grant Revenue	14,775	270,126	41,852	6,887	22,999	35,066
Total Grant Expense	14,775	270,126	41,852	22,135	24,136	35,066

CAPITAL

Capital Transfers In						
Transfer in from Operating Fund	720,572	131,776	325,000	0		

Capital Expenditures

Auto Pulse	17,512					
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2024-2025 DRAFT BIG BEAR FIRE AUTHORITY BUDGET

	2021-2022	2022-2023	2023-2024	February	2023-2024	2024-2025
	Actual	Actual	Budget	YTD	Projected	Budget
Ladder Truck Deposit	500,000					
Outfit 20/21 Type 1 Structure Engine (Carryover)	203,060					
282 Rear Parking Lot Asphalt Capping/Sealing		0				
Garage Door Replacement		57,020				
Rope Rescue Equipment			10,000	0	10,000	
Ambulance Chassis + Buildout (Roll to 24-25)		74,756	179,500	0	0	179,500
282 Roof (Roll to 24-25)		0	135,500	0	0	150,000
Gurney						10,000
282 Exterior Paint						9,925
282 Asphalt						60,000
283 Exterior/Interior Bay Paint						9,750
Snow Blower						4,000
Total Capital Expenditures	720,572	131,776	325,000	0	10,000	423,175

TOTAL OPERATING FUND REVENUE	17,220,809	18,729,325	19,380,380	12,114,669	19,885,126	20,227,875
TOTAL OPERATING FUND EXPENSES	18,787,811	19,007,490	19,090,326	12,607,591	19,190,247	20,040,058
EXCESS REVENUE OVER EXPENSES	(1,567,001)	(278,164)	290,054	(492,921)	694,878	187,817

Big Bear Fire Authority Full-Time Equivalent by Classification

		2023-2024	2024-2025	
JOB CLASSIFICATIONS		FTE ACTUAL	FTE BUDGET	CHANGE
OPERATIONS				
BATTALION CHIEF		3	3	0
FIRE CAPTAIN		9	9	0
FIRE ENGINEER		9	9	0
FIRE FIGHTER		12	12	0
FLIGHT NURSE		1	1	0
FLIGHT PARAMEDIC		4	4	0
AMBULANCE OPERATOR		15	15	0
FIRE MECHANIC		1	1	0
FIRE PREVENTION				
FIRE INSPECTOR		1	1	0
FIRE PREVENTION ADMINISTRATIVE ASSISTANT		1	1	0
ADMINISTRATIVE SUPPORT STAFF				
BOARD SECRETARY		0.5	0.5	0
FACILITIES & SYSTEMS MANAGER		1	1	0
HUMAN RESOURCES COORDINATOR		1	1	0
ACCOUNTING TECHNICIAN		1	1	0
EXECUTIVE STAFF				
FIRE CHIEF		1	1	0
ASSISTANT FIRE CHIEF/FIRE MARSHALL		1	1	0
DIRECTOR OF BUSINESS SERVICES		1	1	0
TOTAL FTE		62.5	62.5	0
PAID CALL		Positions	Positions	Positions
PAID CALL DIVISION CHIEF		3	3	0
PAID CALL BATTALION CHIEF		3	3	0
PAID CALL CAPTAIN		3	3	0
PAID CALL EQUIPMENT OPERATOR		2	2	0
Total Paid Call Positions		11	11	0

BIG BEAR FIRE AUTHORITY

Vehicle Replacement Schedule

Planned Discharge	Purchased Not Inservice		2024/25 Budget		Deferred		
		Unit Designator	Year Placed In Service	Estimated Life in years	Replacement Fiscal Year Ending	Current Replacement Cost	
Vehicles							
Administration							
2020 Cheverolet Tahoe	1st Yr Defered	C-2800	2020	5	2025	115,500	
2021 Ram 2500		AC-2801	2021	7	2028	126,000	
Administration Reserve							
2006 Ford Explorer		N/A	2005		Rotation		
2006 Ford Explorer		N/A	2005		Rotation		
2008 Cheverolet Tahoe		U-281A	2008		Rotation		
Operations-Shift Commander							
2022 Dodge 2500		BC-2806	2022	7	2029	207,375	
2020 Ram 2500		BC-2805	2020	7	2027	203,735	
2010 Ford F350	2nd Yr Defered	BC-2807	2010	7	2024	207,375	
Operations-Shift Commander Reserve							
2010 Dodge 2500		BC-2806	2010		Rotation		
Operations-Flight Crew							
2010 Ford Expedition XL		H-285	2010	7	Rotation		
Operations Support							
2004 Ford F550 Utility/Lighting	1st Yr Deferral	S-282	2004	20	2024	346,500	
2008 Dodge Pickup (Facilities)		U-282	2019	20	2028	105,000	
2021 Dodge 5500 (Mechanic)		RS-281	2021	10	2031	210,000	
Reserve-Operations Support							
2001 Dodge Pickup		U-281			Undetermined		
2008 Dodge Pickup		U-0306			Undetermined		
2010 Ford F250		U-281B			Undetermined		
2002 Ford Van		N/A			Undetermined		
2005 Ford Expedition		U-2808			Undetermined		
Ambulances							
Ambulances Front-Line							
2022 Dodge 3500		MA-281	2022	6	2029	204,750	
2021 Dodge 3500		MA-282A	2020	6	2027	204,750	
2019 Dodge 3500		MA-282	2019	6	2026	204,750	
2016 Dodge 3500		MA-283	2016	11	2028	204,750	
Reserve Ambulances							
2018 Dodge 3500		MA-282B	2018	6	2025	204,750	
2017 Dodge 3500		MA-282R	2017	5	2024	333,900	
Planned Discharge							
2009 Dodge Sprinter		MA-281A	2009		2024	Not Replaced	
Apparatus							
Ladder Truck-Front Line							
2023 Pierce Tower		T-281	20	2023	20	2043	1,785,000

BIG BEAR FIRE AUTHORITY

Vehicle Replacement Schedule

Planned Discharge	Purchased Not Inservice	2024/25 Budget			Deferred	
	Unit Designator	Year Placed In Service	Estimated Life in years	Replacement Fiscal Year Ending	Current Replacement Cost	
Ladder Truck-Reserve						
2001 E-One Ladder Truck	T-281	2001		Undetermined	Rotation	
Structure Engine-Front Line						
2021 Pierce Arrow	ME-283	2021	9	2030	1,155,000	
2023 Pierce Arrow	ME-282	2023	15	2038	1,029,000	
Structure Engine-Reserve						
2004 KME Engine	ME-283	2004	20	Undetermined		
2011 KME Engine	ME-282	2011	20	Undetermined		
Brush Engine						
2021 BME International HV	BE-281	2021	20	2041	708,750	
2003 Pierce International 7400 Engine	BE-282	2003	20	2031	708,750	
Water Tender						
2005 Pierce International Water Tender	WT-281	2004	25	2029	603,750	
2007 KME 7600 Water Tender	WT-282	2007	30	2037	603,750	
1988 Oshkosh Water Tender	WT-284	2016		Undetermined		
Heavy Rescue						
2006 Pierce International	R-282	2006		Undetermined		
Planned Discharge						
2004 KME Engine	ME-281	2004		2024		
Service Support Equipment						
Snow Equipment						
1976 Snow Cat	SC-291		50	2026		
2000 Polaris Sport Tour Snow Mobile	SnoMo-282	2010	25	Undetermined		
2000 Polaris Sport Tour Snow Mobile	SnoMo-283	2010	25	Undetermined		
All Terrain Vehicles						
2015 Polaris Ranger 6X		2015	15	2030	36,750	
2016 Apache Trailer						
Chipping Equipment						
2001 GMC Dump Truck		2006		N/A		
2005 Bandit 250 Chipper	BC-281	2005		N/A		
2010 Bandit 1490Xp Chipper				N/A		
Miscellaneous Support						
Antique						
1936 Reo Engine		1936		N/A	Antique	
1950 FWD Engine	E-283A	1950		N/A	Antique	



BIG BEAR FIRE AUTHORITY
Classification and Wage Table
 1/1/2024

Job Classification	January 1, 2024 to December 31, 2024 Step Plan										Annual Range	
	1	2	3	4	5	6	7	8	9	10		
Battalion Chief	45.48	46.62	47.79	48.98	50.21	51.46	52.75	54.07	55.42	56.80	\$ 125,356	to \$ 156,553
Fire Captain	36.36	37.27	38.20	39.15	40.13	41.14	42.17	43.22	44.30	45.41	\$ 100,205	to \$ 125,143
Fire Engineer	31.38	32.17	32.97	33.80	34.64	35.51	36.40	37.31	38.24	39.19	\$ 86,495	to \$ 108,020
Fire Fighter	27.10	27.78	28.47	29.18	29.91	30.66	31.43	32.21	33.02	33.84	\$ 74,686	to \$ 93,272
Ambulance Operator/EMT	17.51	17.95	18.40	18.86	19.33	19.81	20.31	20.81	21.33	21.87	\$ 48,258	to \$ 60,267
Ambulance Operator/Paramedic	21.63	22.17	22.73	23.29	23.88	24.47	25.08	25.71	26.35	27.01	\$ 59,612	to \$ 74,448
Flight Nurse	36.98	37.90	38.85	39.82	40.82	41.84	42.88	43.95	45.05	46.18	\$ 81,645	to \$ 101,964
Flight Paramedic	27.10	27.78	28.47	29.18	29.91	30.66	31.43	32.21	33.02	33.84	\$ 59,835	to \$ 74,726
Paid Call Division Chief	60.18										n/a	to n/a
Paid Call Battalion Chief	58.50										n/a	to n/a
Paid Call Captain	46.77										n/a	to n/a
Paid Call Technical Specialist	41.65										n/a	to n/a
Paid Call: Fire Fighter/Equipment Operator	16.00										n/a	to n/a
Fire Chief											Contract \$207,666	
Assistant Fire Chief/Fire Marshal	69.73	71.47	73.26	75.09	76.97	78.89	80.87	82.89	84.96	87.08	\$ 145,040	to \$ 181,136
Fire Mechanic	40.47	41.48	42.52	43.58	44.67	45.79	46.93	48.10	49.31	50.54	\$ 84,175	to \$ 105,123
Director of Business Services	68.96	70.68	72.45	74.26	76.12	78.02	79.97	81.97	84.02	86.12	\$ 143,434	to \$ 179,129
Human Resources Coordinator	35.65	36.54	37.45	38.39	39.35	40.33	41.34	42.37	43.43	44.52	\$ 74,148	to \$ 92,601
Board Secretary	38.86	39.83	40.83	41.85	42.90	43.97	45.07	46.19	47.35	48.53	\$ 80,833	to \$ 100,949
Facilities & Systems Manager	41.97	43.02	44.10	45.20	46.33	47.49	48.68	49.89	51.14	52.42	\$ 87,303	to \$ 109,029
Accounting Technician	29.26	29.99	30.74	31.51	32.30	33.11	33.94	34.78	35.65	36.54	\$ 60,866	to \$ 76,013
Fire Inspector	47.32	48.50	49.71	50.96	52.23	53.54	54.87	56.25	57.65	59.09	\$ 98,422	to \$ 122,915
Fire Prevention Administrative Assistant	25.35	25.98	26.63	27.30	27.98	28.68	29.40	30.13	30.88	31.66	\$ 52,724	to \$ 65,846

* Paramedic Stipend is \$9,000 annually per Represented Employee

Hrs Suppression 2756
 Hrs Ambulance Operator 2756
 Flight Paramedic 2208
 Hrs Non Suppression 2080



BIG BEAR FIRE AUTHORITY
Classification and Wage Table
 1/1/2025

Job Classification	January 1, 2025 to June 30, 2025 Step Plan										Annual Range	
	1	2	3	4	5	6	7	8	9	10		
Battalion Chief	46.84	48.02	49.22	50.45	51.71	53.00	54.33	55.68	57.08	58.50	\$ 129,103	to \$ 161,232
Fire Captain	37.45	38.39	39.35	40.33	41.34	42.37	43.43	44.52	45.63	46.77	\$ 103,214	to \$ 128,901
Fire Engineer	32.32	33.13	33.96	34.81	35.68	36.57	37.48	38.42	39.38	40.36	\$ 89,078	to \$ 111,246
Fire Fighter	27.91	28.61	29.33	30.06	30.81	31.58	32.37	33.18	34.01	34.86	\$ 76,928	to \$ 96,073
Ambulance Operator/EMT	18.04	18.49	18.95	19.42	19.91	20.41	20.92	21.44	21.97	22.52	\$ 49,705	to \$ 62,075
Ambulance Operator/Paramedic	22.28	22.84	23.41	23.99	24.59	25.21	25.84	26.48	27.14	27.82	\$ 61,401	to \$ 76,681
Flight Nurse	38.09	39.04	40.02	41.02	42.04	43.09	44.17	45.28	46.41	47.57	\$ 84,101	to \$ 105,031
Flight Paramedic	27.91	28.61	29.33	30.06	30.81	31.58	32.37	33.18	34.01	34.86	\$ 61,632	to \$ 76,970
Paid Call Division Chief	60.18										n/a	to n/a
Paid Call Battalion Chief	58.50										n/a	to n/a
Paid Call Captain	46.77										n/a	to n/a
Paid Call Technical Specialist	41.65										n/a	to n/a
Paid Call: Fire Fighter/Equipment Operator	16.00										n/a	to n/a
Fire Chief											Contract \$207,666	
Assistant Fire Chief/Fire Marshal	71.82	73.62	75.46	77.34	79.28	81.26	83.29	85.37	87.51	89.70	\$ 149,390	to \$ 186,567
Fire Mechanic	41.68	42.73	43.79	44.89	46.01	47.16	48.34	49.55	50.79	52.06	\$ 86,703	to \$ 108,280
Director of Business Services	71.03	72.80	74.62	76.49	78.40	80.36	82.37	84.43	86.54	88.71	\$ 147,740	to \$ 184,507
Human Resources Coordinator	36.72	37.64	38.58	39.54	40.53	41.54	42.58	43.65	44.74	45.86	\$ 76,377	to \$ 95,384
Board Secretary	40.03	41.03	42.05	43.10	44.18	45.29	46.42	47.58	48.77	49.99	\$ 83,254	to \$ 103,972
Facilities & Systems Manager	43.23	44.31	45.42	46.55	47.72	48.91	50.13	51.39	52.67	53.99	\$ 89,917	to \$ 112,293
Accounting Technician	30.14	30.89	31.66	32.46	33.27	34.10	34.95	35.82	36.72	37.64	\$ 62,687	to \$ 78,287
Fire Inspector	48.74	49.96	51.21	52.49	53.80	55.14	56.52	57.94	59.38	60.87	\$ 101,378	to \$ 126,608
Fire Prevention Administrative Assistant	26.11	26.76	27.43	28.12	28.82	29.54	30.28	31.04	31.81	32.61	\$ 54,310	to \$ 67,826

* Paramedic Stipend is \$9,000 annually per Represented Employee

Hrs Suppression 2756
 Hrs Ambulance Operator 2756
 Flight Paramedic 2208
 Hrs Non Suppression 2080

RESOLUTION NO. BBFA2024-003**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING THE BIG BEAR FIRE AUTHORITY APPROVED BUDGET FOR FISCAL YEAR 2024-2025**

WHEREAS, the Big Bear Fire Authority exists pursuant to the laws of the State of California and that certain Joint Powers Agreement entered into by and between the Big Bear City Community Services District and the Big Bear Lake Fire Protection District; and

WHEREAS, the Big Bear Fire Authority held a budget meeting and a public hearing on the proposed budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Big Bear Fire Authority does hereby adopt the approved Fiscal Year 2024-2025 Budget for the Big Bear Fire Authority; and

BE IT FURTHER RESOLVED, that the appropriated uses are as follows for the Fiscal Year 2024-2025 budget:

Fund	Appropriated Sources	Appropriated Uses
Operating	\$19,581,817	\$19,581,817
Capital	\$423,175	\$423,175
Grant	\$35,066	\$35,066

PASSED, APPROVED AND ADOPTED this 11th day of June, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

Larry Walsh
Board Chair, Board of Directors
Big Bear Fire Authority

ATTEST:

Chardelle Smith, Board Secretary
Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Chardelle Smith, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2024-003 was duly passed and adopted by said Board, approved and signed by the Chair of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 11th day of June, 2024, and that the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Witness my hand and the official seal of said Authority this 11th day of June, 2024.

Chardelle Smith
Board Secretary
Big Bear Fire Authority



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA8

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief

PREPARED BY: Kristin Mandolini, Director of Business Services *KM*

SUBJECT: RESOLUTION NO. BBFA2024-005, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, INCREASING AMBULANCE SERVICE FEES FOR FISCAL YEAR 2024-25

BACKGROUND:

Ambulance transport and service fees are established annually by the Inland Counties Emergency Medical Authority (ICEMA). ICEMA periodically reviews allowable rates and adjusts them to reflect changes in the cost of providing emergency medical services and ambulance transports.

DISCUSSION:

On October 4, 2022, the Board adopted Ordinance No. BBFA2022-001, which established the ambulance fee structure for fiscal year 2022/2023 and provided that all future ICEMA rate increases may be adopted by resolution. This year marks the second year of adopting the annual rates via resolution as authorized by Ordinance No. BBFA2022-001.

On April 29, 2024, ICEMA provided the ambulance rate adjustment letter for fiscal year 2024/2025 with an effective date of July 1, 2024.

FISCAL IMPACT:

The ICEMA rate adjustments represent a rate increase of 9.5% for Advanced and Basic Life Support transports, and a 4.2% increase for all add-on charges. We could anticipate that the increase in fees would marginally increase ambulance revenue, but the payor-mix across care type and service provided can greatly affect the deductions from revenue that can result in a level net revenue experience. Proposed Resolution No. BBFA2024-005 increases the Fire Authority's Ambulance Service Fees in conformance with ICEMA's ground ambulance rate setting policy.

STAFF RECOMMENDATION:

Staff recommends the Board adopt attached Resolution No. BBFA2024-005.

ATTACHMENT A: Resolution No. BBFA2024-005

ATTACHMENT B: ICEMA FY 2024-25 Ambulance Rate Adjustment Letter

RESOLUTION NO. BBFA2024-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, INCREASING AMBULANCE SERVICE FEES FOR FISCAL YEAR 2024-25

WHEREAS, the Big Bear Fire Authority (“Fire Authority”) is a California joint powers agency organized under Section 6500, *et seq.* of the California Government Code, and operating pursuant to the Fire Protection District Law of 1987, California Health & Safety Code Section 13800, *et seq.*; and

WHEREAS, the recovery of incident costs by the Fire Authority is authorized under California Health & Safety Code Section 13916, *et seq.*; and

WHEREAS, the Board of Directors (“Board”) had previously adopted Ordinance No. BBFA2022-001 (the “Ordinance”) following a duly noticed public hearing adopting the Fire Authority’s annual ambulance fee schedule pursuant to Health & Safety Code Section 13916, *et seq.*; and

WHEREAS, the Ordinance established that the charges established by the Inland Counties Emergency Medical Authority (“ICEMA”), will be periodically increased to keep pace with the reasonable costs of providing ambulance services and that such increases are to be passed through each year; and

WHEREAS, the ICEMA annual pass-through charges do not exceed the reasonable costs of providing the service and do not represent an increase in the fees within the meaning Health & Safety Code Section 13916, *et seq.* and therefore do not require a notice and public hearing as prescribed by the statute; and

WHEREAS, pursuant to Section 4 of the Ordinance the Board is authorized to pass-through any future rate increases by the ICEMA by resolution; and

WHEREAS, the Board has determined that the revenues are necessary and required to fund the services provided and desires to adopt the ICEMA pass through increases for Fiscal Year 2024-25.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY DOES HEREBY RESOLVE:

Section 1. Findings. The recitals set forth above are hereby adopted as findings in support of this Resolution and are incorporated herein by this reference.

Section 2. Ambulance Fee Schedule. The Fiscal Year 2024-25 fee schedule attached hereto as Exhibit “A” is hereby adopted in its entirety.

Section 3. Responsible Party. Any and all charges will be billed to the responsible party and/or party receiving assistance as applicable. In the event that the responsible party is a minor, that minor's parent or legal guardian will be billed. When charges are not collected through the Fire Authority's normal billing procedure, collection may occur by any means permitted by law.

Section 4. Prior Duplicative Fees or Charges Superseded. To the extent the fee schedule attached as Exhibit "A" describes fees and charges for the recovery of incident costs which conflict with any other fees, charges, taxes, assessments or exactions of any kind previously adopted by the Big Bear Fire Authority Board, the fees and charges set forth in Exhibit "A" shall supersede those conflicting fees, charges, taxes, assessments or exactions, effective the date this Resolution.

Section 5. Effective Date. This Resolution shall become effective immediately upon its adoption by the Board.

Section 6. Severability. If any section, subsection, subdivision, paragraph, sentence, clause, or phrase of this Resolution is for any reason held to be invalid or unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases of this Resolution. The Board of the Big Bear Fire Authority hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution, irrespective of the fact that any one or more other sections, subsections, subdivisions, paragraphs, sentences, clauses or phrases herein is declared invalid or unenforceable.

PASSED, APPROVED, and ADOPTED by the Big Bear Fire Authority Board at its regular meeting held the 11th day of June, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Larry Walsh, Board Chair
Big Bear Fire Authority

ATTEST:

Chardelle Smith, Board Secretary
Big Bear Fire Authority

EXHIBIT "A"
FEE SCHEDULE

AMBULANCE RATE COMPONENTS	RURAL/WILDERNESS OPERATING AREAS
Advanced Life Support (ALS) Base Rate (All Inclusive)	\$2,483.05
Basic Life Support (BLS) Rate	\$1,788.75
Emergency Fee	\$377.96
Oxygen	\$234.41
Night Charge	\$270.65
Critical Care Transport	\$2,539.35
Mileage (per mile or fraction thereof)	\$36.14
Wait Time	\$64.53
EKG	\$146.69

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Chardelle Smith, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2024-005 was duly passed and adopted by the said Board, approved and signed by the Chair of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 11th day of June, 2024, and that the same was so passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Witness my hand and the official seal of said Authority this 11th day of June, 2024.

Chardelle Smith, Board Secretary
Big Bear Fire Authority



Inland Counties Emergency Medical Agency

1425 South D Street, San Bernardino, CA 92415-0060 ▪ (909) 388-5823 ▪ Fax (909) 388-5825 ▪ www.icema.net

Serving San Bernardino, Inyo, and Mono Counties

Daniel Munoz, Interim EMS Administrator

Reza Vaezazizi, MD, Medical Director

DATE: April 29, 2024,
TO: EMS Ground Transport Providers - San Bernardino County
FROM: Daniel Munoz
 Interim EMS Administrator
**SUBJECT: FY 2024-25 AMBULANCE RATE ADJUSTMENT
 EFFECTIVE JULY 1, 2024 - JUNE 30, 2025**

In conformance with the ICEMA Reference #3060 - ICEMA Ground Based Ambulance Rate Setting Policy - San Bernardino County approved by the ICEMA Governing Board on May 8, 2012, the following represents ambulance rate adjustments effective July 1, 2024. The attached "Ground Ambulance Service Rate Definitions" will be utilized in the application of the rates.

Ambulance Rate Components	Base Rate		Increase CPI +		Final Rate	
	FY 2023-2024 Rate		County Comparison		FY 2024-2025 Rate	
	Urban Operating Areas	Rural/ Wilderness Operating Areas	Urban Operating Areas	Rural/ Wilderness Operating Areas	Urban Operating Areas	Rural/ Wilderness Operating Areas
Advanced Life Support (ALS) Base Rate (All Inclusive)	\$2,062.35	\$2,268.58	\$194.97	\$214.47	\$2,257.32	\$2,483.05
Basic Life Support (BLS) Rate	\$1,485.67	\$1,634.25	\$140.45	\$154.50	\$1,626.12	\$1,788.75
Emergency Fee	\$329.61	\$362.58	\$13.98	\$15.38	\$343.59	\$377.96
Oxygen	\$204.45	\$224.88	\$8.67	\$9.53	\$213.12	\$234.41
Night Charge	\$235.99	\$259.64	\$10.01	\$11.01	\$246.00	\$270.65
Critical Care Transport	\$2,214.58	\$2,436.02	\$93.94	\$103.33	\$2,308.52	\$2,539.35
Mileage (per mile or fraction thereof)	\$34.67	\$34.67	\$1.47	\$1.47	\$36.14	\$36.14
Wait Time	\$61.91	\$61.91	\$2.62	\$2.62	\$64.53	\$64.53
EKG	\$140.73	\$140.73	\$5.96	\$5.96	\$146.69	\$146.69

If you have any questions regarding the policy and associated rate calculations, please contact Gerry Gardner, Supervising EMS Specialist, at (909) 388-5816 or via e-mail at gerald.gardner@cao.sbcounty.gov.

DM/ggg

Attachment

c: File Copy

BOARD OF SUPERVISORS

COL. PAUL COOK (RET.)
Vice Chairman, First District

JESSE ARMENDAREZ
Second District

DAWN ROWE
Chair, Third District

CURT HAGMAN
Fourth District

JOE BACA, JR.
Fifth District

Luther Snoke
Chief Executive Officer

Ground Ambulance Service Rate Definitions

ICEMA Region

Effective July 1, 2018

NOTE: Rates are allowable only upon transport of a patient.

BLS All Inclusive Base Rate:

1. When an EMT staffed ambulance responds to a call; or
2. When an advanced life support (ALS) or limited advanced life support (LALS) staffed ambulance responds to a scheduled call when not requested and/or ALS or LALS intervention is not provided.

ALS All Inclusive Base Rate:

Any response of an approved ALS (paramedic) or LALS (AEMT) transport provider to a request for service. This charge will include, but not necessarily be limited to, the provision of the following:

1. An authorized ALS or LALS staffed and equipped ambulance response.
2. Care modalities including cardiac monitoring, telemetry, IV administration, drug administration, defibrillation, blood draw, wound dressing, splinting and disposable first aid and medical supplies related to such care and treatment.

Emergency:

Applies to BLS All Inclusive Base Rate when a BLS scheduled response is upgraded to emergency status either in response or during transport. **This charge is included in the ALS All Inclusive Rate and cannot be charged in addition to the ALS All Inclusive Rate.**

ECG Monitoring:

Applies when ECG Monitoring is performed as per protocol or base hospital order. **This charge is included in the ALS All Inclusive Base Rate and cannot be charged in addition to the ALS All Inclusive Base Rate.** In most cases, this charge is broken out as a line item for Medi-Cal which does not recognize the charge in the ALS All Inclusive Base Rate.

EMS Aircraft - Appropriate fee for service:

EMS ground transportation providers may charge All Inclusive Base Rate when;

1. Ambulance personnel and/or equipment are directly involved in patient care prior to the transport and transfer of patient(s) to EMS aircraft.
2. Provider's supplies and/or procedures are utilized at rate specified in the current ambulance rates.
3. Approved mileage rate from point of transport by ground ambulance to transfer site to EMS aircraft.

Mileage:

Applies for each patient mile or fraction thereof from point of pick-up to destination.

Night:

Applies for services provided between the hours 1900 and 0659, military time.

Oxygen:

Applies for services provided whenever oxygen is administered. This charge is inclusive of material such as tubing, masks, etc., which may be used for the administration of oxygen.

Wait Time:

Applies to scheduled calls and is charged per fifteen (15) minutes of waiting time or portion thereof, after the first fifteen-minute period lapse occurs when an ambulance must wait for a patient at the request of the person/organization hiring the service. This rate is not contractual “stand-by” charge rate for special events.

Specialty Care Transport:

Applies to transportation provider’s medical personnel when equipment is needed to provide care, monitoring at a level outside and/or higher than a paramedic’s scope of practice; or utilization of specialized equipment or specialized vehicle, based upon patient’s needs. Examples of Specialty Care Transport may include Neonatal (incubator/team) transport, Bariatric unit transport, high-risk maternal team transport, ALS Respiratory Therapist transport, PA-NP-OD-MD transport, etc.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA9

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Kristin Mandolini, Director of Business Services *km*

SUBJECT: **RESOLUTION PROVIDING FOR THE BORROWING OF FUNDS FOR FISCAL YEAR 2024-25 AND THE ISSUANCE AND SALE OF THE BIG BEAR FIRE AUTHORITY 2024 TAX AND REVENUE ANTICIPATION NOTES IN AN AGGREGATE AMOUNT NOT TO EXCEED \$2,000,000, AND APPROVING THE EXECUTION OF A NOTE PURCHASE AGREEMENT RELATING TO SUCH NOTES AND AUTHORIZING OTHER ACTIONS IN CONNECTION THEREWITH**

PURPOSE:

The purpose of this agenda item is to consider adopting a resolution providing for borrowing of funds for fiscal year 2024-25 and the issuance and sale of the Authority's 2024 Tax and Revenue Anticipation Notes (the "Notes") in an aggregate amount not to exceed \$2,000,000, and approving the form of a Note Purchase Agreement relating thereto.

DISCUSSION:

The Big Bear Fire Authority ("Authority") is a joint powers authority formed pursuant to a Joint Powers Agreement ("JPA") between the Big Bear City Community Services District ("CSD") and the Big Bear Lake Fire Protection District ("FPD"). Pursuant to the JPA, the CSD and FPD are required to fund the Authority's budget and meet this obligation through remitting to the Authority property tax revenue upon receipt.

The Authority has operating costs and expenses that are coming due prior to when the Authority will receive distributions from the FPD and CSD as well as other reimbursement revenues. As a result, the Authority requires temporary funding in order to meet its obligations prior to receiving funds from the FPD and CSD.

The Authority is authorized by the JPA to incur debts, liabilities, or other obligations, and to exercise the powers common to the CSD and FPD as well as all powers provided in the Joint Exercise of Powers Act. Additionally, Government Code sections 53850 through 53858 (the "Law") authorize special districts, including the CSD and FPD as well as the Authority, to borrow money for operating expenses and other uses, pursuant to the terms set forth therein. Pursuant to the Law, it is proposed that the Authority borrow up to \$2,000,000 in the form of the Notes. The principal amount of the Notes will be due and payable on June 30, 2025, and will

Agenda Report - Resolution Providing for the Borrowing of Funds for Fiscal Year 2024-25 and the Issuance and Sale of the Big Bear Fire Authority 2024 Tax and Revenue Anticipation Notes in an Aggregate Amount not to Exceed \$2,000,000, and Approving the Execution of a Note Purchase Agreement Relating to Such Notes and Authorizing Other Actions in Connection Therewith
Page 2

incur interest at a rate of 6.95% on the borrowed amount. Interest will be payable on January 31, 2025, and June 30, 2025, although the Authority can prepay the Notes on any day.

Pursuant to the Law, the total amount borrowed (\$2,000,000) cannot exceed 85% of the estimated amount of the projected uncollected taxes, income, revenue, cash receipts, and other moneys of the Authority anticipated to be received for or accrued to the General Fund during Fiscal Year 2024-25 and that will be available for the payment of the interest on and principal of the Note.

The Notes will be issued pursuant to the attached Resolution and the Note Purchase Agreement, by and between the Authority and the Bank, a form of which is attached to the Resolution and presented herewith. Pursuant to the Resolution and Note Purchase Agreement, the Authority will pledge all legally available taxes, income, revenue, cash receipts, and other moneys of the Authority attributable to the Authority's Fiscal Year 2024-2025, including amounts received and collected by the Authority from the FPD and CSD under the JPA. The following attachments are related to approval of the Notes:

1. A Resolution Providing for the Borrowing of Funds for Fiscal Year 2024-25 and the Issuance and Sale of the Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Notes in an Aggregate Amount not to Exceed \$2,000,000, And Approving the Execution of a Note Purchase Agreement Relating to Such Notes and Authorizing Other Actions in Connection Therewith;
2. Note Purchase Agreement, by and between the Authority and the Bank.

FISCAL IMPACT

If approved, the proposed action would result in up to \$2,000,000 in debt, payable from taxes and other revenues to be received by the FPD and CSD, with interest at a rate of 6.95% and estimated costs of issuance of \$60,000.

RECOMMENDATION:

It is recommended that the Board of Directors:

1. Adopt Resolution No. BBFA2024-004

Attachment A: Resolution No. BBFA2024-004
Attachment B: EverBank Finance Term Sheet.
Attachment C: Note Purchase Agreement

RESOLUTION NO. BBFA2024-004

RESOLUTION PROVIDING FOR THE BORROWING OF FUNDS FOR FISCAL YEAR 2024-25 AND THE ISSUANCE AND SALE OF THE BIG BEAR FIRE AUTHORITY 2024-25 TAX AND REVENUE ANTICIPATION NOTE IN AN AGGREGATE AMOUNT NOT TO EXCEED \$2,000,000, AND APPROVING THE EXECUTION OF A NOTE PURCHASE AGREEMENT RELATING TO SUCH NOTE AND AUTHORIZING OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Big Bear Fire Authority (the “Authority”) is a joint powers authority under the provisions of the Joint Exercise of Powers Act, comprising Articles 1 through 4 of Chapter 5, Division 7, Title 1 of the California Government Code (the “Act”), and was formed pursuant to that certain Joint Exercise of Powers Agreement (the “JPA Agreement”), dated June 21, 2012, by and between the Big Bear City Community Services District (the “CSD”), and the Big Bear Lake Fire Protection District (the “Fire Protection District”); and

WHEREAS, pursuant to Section 4.5 of the JPA Agreement, the Authority possesses, in addition to the powers common to the CSD and Fire Protection District, all powers authorized pursuant to the Act consistent with the terms of the JPA Agreement, including (without limitation) the power to incur debts, liabilities, or obligations, issue bonds, certificates of participation, or other evidence of indebtedness, and borrow from any source; and

WHEREAS, pursuant to Section 6588(i) of the Act, the Authority may receive and accept loans from any source for the financing of working capital; and

WHEREAS, pursuant to Sections 53850 to 53858, both inclusive, of the California Government Code, being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 thereof (the “Law”), the Board of Directors (the “Board”) of the Authority has found and determined that the sum of \$2,000,000 is currently needed by the Authority in Fiscal Year 2024-25 to satisfy obligations of the Authority payable from the fund of the Authority into which revenues are received and/or deposited (the “General Fund”) during Fiscal Year 2024-25 before the receipt of taxes, income, revenue, cash receipts and other moneys of the Authority to be received for or accrued to the General Fund during Fiscal Year 2024-25 that will be available for such purpose, and that it is necessary that such sum be borrowed for such purpose by the issuance of a temporary note in anticipation of such receipt; and

WHEREAS, the Authority intends to borrow such initial sum of not to exceed \$2,000,000 for such purpose by the issuance and sale of its 2024-25 Tax and Revenue Anticipation Note (as defined more particularly in Section 3 hereof, the “Note”); and

WHEREAS, it appears, and the Board hereby finds and determines, that the principal amount of the Note, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the estimated uncollected taxes, income, revenue, cash receipts and other moneys of the Authority anticipated to be received for or accrued to the General

Fund during Fiscal Year 2024-25 that will be available for the payment of the interest on and the principal of the Note; and

WHEREAS, no money has heretofore been borrowed by the Authority in anticipation of the receipt of, or payable or secured by, any taxes, income, revenue, cash receipts or other moneys of the Authority to be received for or accrued to the General Fund during Fiscal Year 2024-25; and

WHEREAS, in compliance with Government Code Section 8855, the Authority has previously adopted a local debt policy and the Board hereby finds and determines that the Note will be issued in conformance with said policy; and

WHEREAS, pursuant to Government Code Section 5852.1, the Board has obtained from Fieldman, Rolapp & Associates, Inc., its Municipal Advisor (the “Municipal Advisor”), certain good faith estimates of (a) the true interest cost of the Note, (b) the finance charge of the Note, (c) the amount of proceeds received for the sale of the Note, less the finance charge and any reserves or capitalized interest paid or funded with the proceeds of the Note, and (d) the total payment amount calculated to the final maturity of the Note, and such estimates are disclosed and set forth in Exhibit C attached hereto; and

WHEREAS, the Authority wishes to authorize the issuance of the Note to be purchased by EverBank, N.A. (including its successor and assigns, the “Bank”) from the Authority in accordance with a note purchase agreement by and between the Authority and the Bank, as originally executed and as they may be amended from time to time in accordance with its terms (the “Note Purchase Agreement”); and

WHEREAS, pursuant to the Law, certain taxes, income, revenue, cash receipts and other moneys of the Authority which will be received for or accrued to the General Fund during Fiscal Year 2024-25 can and will be pledged for the payment of the principal of and interest on the Note; and

WHEREAS, pursuant to the Law and this Resolution, the Authority has pledged all Revenues (as such terms are defined in the Note Purchase Agreement) to the payment of the principal of and interest on the Note.

NOW THEREFORE, the Board of Directors of the Big Bear Fire Authority does hereby resolve, find, and determine as follows:

Section 1. Recitals. All of the recitals hereinabove set forth are true and correct, and the Board so finds and determines and the Board further finds and determines that all acts, conditions and things required by law to exist, to have occurred and to have been performed precedent to the issuance and sale of the Note do exist, have occurred and have been performed in regular and due time, form and manner as required by law, and that the Board is empowered under the Law to issue and sell the Note as provided herein.

Section 2. Defined Terms. Unless otherwise defined herein, capitalized terms used in this Resolution shall have the meanings given such terms in the Note Purchase Agreement.

Section 3. Issuance of Note.

a. Solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys of the Authority to be received for or accrued to the General Fund during Fiscal Year 2024-25, the Authority hereby determines at this time to and shall borrow the aggregate principal sum of not to exceed \$2,000,000 by the issuance of the Note under the Law, designated the “Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note.” The Note shall be dated the date of issuance thereof and shall mature and be payable as provided in the Note Purchase Agreement. The Note shall bear interest on the principal amount outstanding from time to time issued as Note portions, as provided in the Note Purchase Agreement, at an interest rate not to exceed 7.00%, except in the event of default, only for the utilized portion of the Note.

b. The Note is subject to optional prepayment, without premium, prior to the maturity date thereof, in accordance with the terms of the Note Purchase Agreement; and each draw thereupon can be prepaid without premium or penalty.

c. The Authority shall be entitled to a maximum of four draws, which can be made at any time and in any amount.

d. The Note shall be issued in the name of the Authority and registered in the name of the Bank, as the registered owner thereof (together with any of the Bank’s successors or assigns as permitted in the Note Purchase Agreement, the “Owner”), and shall be evidenced by a single note. The outstanding principal amount of the Note shall be determined as set forth in the Note Purchase Agreement and shall be determined by the portions periodically issued by the Bank upon the request of the Authority and prepaid by the Authority. Interest on the Note shall be calculated upon the amount of principal outstanding for each Interest Period (as such term is defined in the Note Purchase Agreement).

e. The Note shall be initially issued and registered as provided in Section 3(c) hereof. The Note is non-negotiable. The Bank shall have the right to sell or transfer the Note or to otherwise directly or indirectly transfer or assign any interest in its Note only to the extent permitted in the Note Purchase Agreement.

f. The Authority shall be entitled to treat the Bank as the “Owners” of the Note as indicated therein and as the absolute owners of the Note for all purposes under this Resolution and for purposes of payment of principal of and interest on such Note, notwithstanding any notice to the contrary received by the Authority.

g. The Chairman of the Board, the Fire Chief, or the Director of Business Services (each an “Authorized Representative”), each acting alone, are hereby authorized and directed to provide any notices or other directions of the Authority to the Bank pursuant to the Note Purchase Agreement.

h. The Director of Business Services will maintain or cause to be maintained, at the office in Big Bear Lake, California, sufficient books for the registration of the Note.

Section 4. Form of Note. The Note shall be issued without coupons and shall be substantially in the form thereof set forth in Exhibit A attached hereto and incorporated herein, together with such changes, additions, and deletions thereto as deemed necessary and as approved by an Authorized Representative before the execution, authentication and delivery of the Note.

Section 5. Execution of Note. The Chairman of the Board of Directors and the Fire Chief (including the person acting in this position on an interim basis), acting alone, are each authorized to execute the Note by their manual or facsimile signature, and the Board Secretary (including the person acting in this position on an interim basis) is hereby authorized to countersign the Note by manual or facsimile signature. The Note shall not be valid, however, unless and until the Director of Business Services (including the person acting in this position on an interim basis), or designee, shall have manually authenticated such Note by executing the Certificate of Authentication printed thereon.

Section 6. Use of Proceeds of Note. The Director of Business Services shall, immediately upon receiving the proceeds of the sale of the Note, deposit in the General Fund all amounts representing the proceeds of the Note received from such sale, and such proceeds shall be used for the purpose specified in the Note Purchase Agreement or otherwise permitted by applicable law.

Section 7. Security for Note; Security Interest.

a. The Authority hereby pledges all Revenues (as that term is defined in the Note Purchase Agreement) excluding moneys which, when received by the Authority, will be encumbered for a special purpose (collectively, the “Pledged Revenues”) to the payment of the principal of and interest on the Note. The Note shall be equally and ratably secured by the Pledged Revenues. This pledge is valid and binding in accordance with the terms of this Resolution and the Pledged Revenues shall immediately be subject to the pledge, and the pledge shall constitute a first lien and security interest which shall immediately attach to the Pledged Revenues and be effective, binding, and enforceable against the Authority, its successors, creditors, and all others asserting the rights therein, to the extent set forth, and in accordance with this Resolution irrespective of whether those parties have notice of the pledge and without the need for any physical delivery, recordation, filing, or further act.

b. Subject to written consent from the Bank, nothing in this Resolution shall prohibit the Authority from issuing additional tax and revenue anticipation notes payable from the Pledged Revenues or other available funds on a basis subordinate to the Note (“Subordinate Notes”); provided that with respect to any such Subordinate Notes, the Authority shall not, prior to the payment in full of the Note, (i) make any scheduled payments of principal of or interest on such Subordinate Notes prior to the payment of principal of or interest on the Note, (ii) make any prepayment thereof, or (iii) issue any such Subordinate Notes that have a maturity date earlier than the stated maturity date of the Note.

Section 8. Sale of Note. The Note Purchase Agreement, in the form thereof set forth in Exhibit B attached hereto and incorporated herein, is hereby approved, and the Authorized Representatives, or their designee, each acting alone, are hereby authorized and directed, for and in the name and on behalf of the Authority, to execute and deliver to the Bank the Note Purchase Agreement in said form (which Note Purchase Agreement shall contain the maturity date and the interest rates and the prepayment provisions for the Note), with such changes as such Authorized Representative may require, deem necessary, or approve upon consultation with Bond Counsel to the Authority, such approval to be conclusively evidenced by the execution and delivery thereof; provided however, the maximum rate of interest on the Note shall not exceed 7.00%, except in the event of default, for the utilized portion of the Note. The aggregate principal amount of the Note shall not exceed \$2,000,000.

Section 9. Further Actions. The Chairman of the Board of Directors, the Fire Chief, and Board Secretary, as applicable, are hereby authorized and directed to execute and deliver the Note, and the Director of Business Services is hereby authorized and directed to authenticate the Note, in accordance with the Note Purchase Agreement and the terms of this Resolution, and the Authorized Representatives, and their designees, each acting alone, are hereby authorized and directed, for and in the name and on behalf of the Authority, to do any and all things and take any and all actions and execute any and all certificates, agreements, and other documents which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note in accordance with this Resolution, and all actions heretofore taken by such Authorized Representatives with respect to the sale and issuance of the Note are hereby approved, confirmed, and ratified. Any authority delegated under this Resolution to a specified official (including persons acting in these positions on an interim basis) of the Authority may also be exercised by the specified official's authorized designee.

Section 10. Resolution to Constitute Contract. It is hereby covenanted and warranted by the Authority that all representations and recitals contained in this Resolution are true and correct, and that the Authority, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy and collection and deposit of the Revenues (as defined in the Note Purchase Agreement) pledged hereunder in accordance with the Law and with this Resolution and for carrying out the provisions of this Resolution. It is hereby further covenanted and warranted by the Authority that the provisions of the Note and of this Resolution shall constitute a contract between the Authority and the Owner, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction; provided, that notwithstanding any other provision hereof to the contrary, upon the Authority's failure to observe, or refusal to comply with, the covenants contained herein, no one other than the Owner or former Owner of the Note shall be entitled to exercise any right or remedy under this Resolution on the basis of the Authority's failure to observe, or refusal to comply with, such covenants.

Section 11. Amendments. This Resolution may be amended by a supplemental resolution adopted by the Board with the written consent of the Owners of one hundred percent (100%) of the principal amount of the Note outstanding.

Section 12. Severability. If any one or more of the provisions of this Resolution shall to any extent be declared invalid, unenforceable, void or voidable for any reason whatsoever by a court of competent jurisdiction, the decision, finding, order or decree of which becomes final, none of the remaining provisions of this Resolution shall be affected thereby, and such provisions shall be valid and enforceable to the fullest extent permitted by applicable law.

Section 13. Effective Date. This Resolution shall take effect from and after its adoption.

Section 14. Certification. The Board Secretary shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 11th day of June, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

Larry Walsh
Chair, Board of Directors
Big Bear Fire Authority

ATTEST:

Chardelle Smith
Secretary to the Board of Directors of the
Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Chardelle Smith, Secretary to the Board of Directors of the Big Bear Fire Authority, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2024-004 was duly passed and adopted by the said Board, approved and signed by the Chair of said Board, and attested by the Secretary of said Board, all at a meeting of the Board held on the 11th day of June, 2024, and that the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Witness my hand and the official seal of said Authority this 11th day of June, 2024.

Chardelle Smith
Secretary to the Board of Directors of the
Big Bear Fire Authority

EXHIBIT A
FORM OF NOTE

R-__

ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL SINCE THE REGISTERED OWNER HEREOF HAS AN INTEREST HEREIN. THIS NOTE IS NON-NEGOTIABLE AND THE OWNER HEREOF HAS THE RIGHT TO SELL OR TRANSFER THE NOTE OR TO OTHERWISE DIRECTLY OR INDIRECTLY TRANSFER OR ASSIGN ANY INTEREST IN THE NOTE ONLY TO THE EXTENT PERMITTED BY THE NOTE PURCHASE AGREEMENT.

BIG BEAR FIRE AUTHORITY
2024-25 Tax and Revenue Anticipation Note

INTEREST RATE	DATED DATE	MATURITY DATE
6.95%	July __, 2024	June 30, 2025

REGISTERED OWNER: EVERBANK, N.A.

PRINCIPAL AMOUNT: TWO MILLION DOLLARS

FOR VALUE RECEIVED, the Big Bear Fire Authority (“Authority”) of Big Bear Lake, San Bernardino County, California, acknowledges itself indebted to and promises to pay to the Registered Owner hereof (together with any of its successors and assigns as permitted under the Note Purchase Agreement (defined below), the “Bank”), at the office of the Authority, the principal sum stated above, in lawful money of the United States of America, on the dates and in the amounts, together with interest on the principal amount outstanding hereunder from time to time, calculated upon the amount of principal outstanding for each Interest Period (as such term is defined in the Note Purchase Agreement) at the rate or rates per annum set forth above and computed on the basis set forth in that certain Note Purchase Agreement (the “Note Purchase Agreement”) by and between the Authority and the Bank dated as of July 1, 2024 in like lawful money from the date hereof until payment in full of said principal sum. Interest hereon shall be payable to the Registered Owner at the address shown on the registration books of the Authority; provided that the address may be changed pursuant to the terms of the Note Purchase Agreement, and at such other times as may be required under the Note Purchase Agreement. The principal of and interest at maturity on this Note shall be payable only to the Registered Owner and in the manner provided in the Note Purchase Agreement. This Note is subject to a default rate upon the occurrence of an Event of Default, as provided in the Note Purchase Agreement. Upon payment in full of this Note, this Note shall be surrendered for cancellation.

It is hereby certified, recited and declared that this Note is entitled “Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note” (the “Note”), and is authorized and issued under and pursuant to the authority of Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code of the State of California and in accordance with Resolution No. _____ adopted by the Board of Directors of the Authority on June 11, 2024, (together with the Note Purchase Agreement appended thereto, the “Resolution”), and that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the Authority does not exceed any limit prescribed by the Constitution or laws of the State of California. Capitalized terms not otherwise defined herein shall have the meaning ascribed thereto in the Resolution.

The Note is subject to optional and mandatory prepayment prior to the maturity date thereof, in accordance with the terms of the Note Purchase Agreement.

Pursuant to the Resolution, the Authority has pledged all Revenues to the payment of the principal of and interest on the Note. The Note shall be equally and ratably secured by the Pledged Revenues. The Note is a general obligation of the Authority and is payable from the Pledged Revenues and the income derived from the investment of moneys held in the accounts as provided in the Resolution. The principal of the Note and the interest thereon shall constitute a first lien and charge on such Pledged Revenues, and shall be payable therefrom, and to the extent not so paid from any other moneys of the Authority lawfully available therefor.

This Note shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Director of Business Services of the Authority, or designee.

IN WITNESS WHEREOF, the Big Bear Fire Authority has caused this Note to be executed by the manual or facsimile signature of the [Fire Chief][Chairman of the Board of Directors] and countersigned by the manual or facsimile signature of the Board Secretary all as of _____, 2024.

BIG BEAR FIRE AUTHORITY

By: _____
[Fire Chief][Chairman of the Board of
Directors]

Countersigned:

Board Secretary

CERTIFICATE OF AUTHENTICATION

This Note is one of the Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note described in the within mentioned Resolution.

Date of Authentication: _____, 2024

Director of Business Services

EXHIBIT B

FORM OF NOTE PURCHASE AGREEMENT

[TO BE ATTACHED]

EXHIBIT C

GOOD FAITH ESTIMATES

The good faith estimates set forth herein are provided with respect to the Note authorized by this Resolution. Such good faith estimates have been provided to the Authority by Fieldman, Rolapp & Associates, Inc. (the “Municipal Advisor”) reflecting the market interest rates and terms provided in the proposal from EverBank, N.A.

Estimated Principal Amount. The Municipal Advisor has informed the Authority that, based on the Authority’s financing plan and current market conditions, the good faith estimate of the aggregate principal amount of the Note is \$2,000,000 (the “Estimated Principal Amount”).

True Interest Cost. The Municipal Advisor has informed the Authority that the good faith estimate of the true interest cost of the Note, which means the rate necessary to discount the amounts payable on the respective principal and interest payment dates to the purchase price received for the Note, is 7.04%

Finance Charge. The Municipal Advisor has informed the Authority that the good faith estimate of the finance charge for the Note, which means the sum of all fees and charges paid to third parties for costs in connection with the issuance and sale of the Note (the “Finance Charge”), is \$60,000. The Authority has stated that all costs of issuance will be paid from funds on hand and not from proceeds of the Note.

Amount of Proceeds to be Received. The Municipal Advisor has informed the Authority that the good faith estimate of the amount of proceeds of the Note expected to be received by the Authority, less the Finance Charge, and any reserves or capitalized interest paid or funded with proceeds of the Note, is \$2,000,000.

Total Payment Amount. The Municipal Advisor has informed the Authority that the good faith estimate of the total payment amount, which means the sum total of all principal and interest payments made for the Note, plus the Finance Charge, not paid with proceeds of the financing, calculated to the final maturity of the Note, is \$2,200,158, assuming \$2,000,000 draw on the closing date.

The foregoing estimates constitute good faith estimates only. The estimates above may differ from the actual amounts due to (a) the actual dated date of the Note being different from the date assumed for purposes of such estimates, (b) the actual aggregate principal amount of the Note being different from the Estimated Principal Amount, (c) the actual interest rate on the Note, (d) the actual amortization of the debt service on the Note being different from the amortization assumed for purposes of such estimates, (e) other market conditions, or (f) alterations in the Authority’s financing plan, or a combination of such factors. The actual dated date of the Note and the actual aggregate principal amount of the Note will be determined by the Authority based on market conditions and other factors.

May 7, 2024

Big Bear Fire Authority

EverBank is pleased to provide the following loan terms and conditions for discussion purposes. This Term Sheet is not a loan commitment and should not be construed as such. The terms outlined reflect a loan structure that EverBank is willing to consider, subject to additional due diligence, final underwriting, and formal credit approval. All information and documentation required by EverBank to complete its underwriting is subject to EverBank's review and approval in its sole and absolute discretion. The proposed terms and conditions are detailed below:

Borrower: Big Bear Fire Authority

Credit Facility: Tax and Revenue Anticipation Note (TRAN)

Max Loan Amt: \$2,000,000

Term: Not to exceed 6/30/2025

Draws: Maximum 4 draws permitted

Interest Rate: Taxable, 6.95%

Rate Lock: 60 days

Pre-Payment: Prepayment allowed on any date

Security: All legally available funds allocated towards 2024/2025 fiscal year

Covenants: Covenants customarily required by EverBank for similar loans and/or similar Borrower's will be required, to include, but not limited to, the following:

- Maximum loan amount not to exceed 85% of all projected revenues for the upcoming fiscal year.

Reporting

Requirements: Annual audited financial statement within 270 days of fiscal year end

Expenses: The Borrower will be required to pay all fees, expenses and charges in connection to this request as are reasonably incurred in connection with the processing of a loan request of this nature. Fees of Nixon Peabody LLP ("Bank Counsel") shall be \$10,000.

All fees are non-refundable. Bank Counsel's fees and reasonable expenses are payable at closing in immediately available funds and shall be paid by the Borrower.

Other Terms: A default interest rate of Interest + 3.00% will be required as applicable.

Terms offered herein shall expire after 5 business days unless otherwise accepted by Borrower.

The Credit Facility will include, but not be limited to, the terms and conditions outlined herein as well as provisions that are customary and standard with respect to taxability gross-up, if applicable, conditions precedent, representations and warranties, covenants, events of default and remedies under the Credit Facility Financing Documents, financial responsibility to EverBank, and, in the case of a variable rate transaction, full protection against increased costs and changes in capital adequacy requirements for EverBank.

EverBank is entering into this Credit Facility under the following additional conditions: (i) the Credit Facility is not being registered under the Securities Act of 1933 and is not being registered or otherwise qualified for sale under the "Blue Sky" laws and regulations of any state; (ii) EverBank will hold the Credit Facility as one single debt instrument; (iii) no CUSIP numbers will be obtained for the Credit Facility; (iv) no final official statement has been prepared in connection with the private placement of the [Bond/Lease]; (v) the Credit Facility will not close through the DTC or any similar repository and will not be in book entry form; and (vi) the Credit Facility is not listed on any stock or other securities exchange; and (vii) the Credit Facility will not be rated.

NOTE PURCHASE AGREEMENT

by and between

BIG BEAR FIRE AUTHORITY

and

EVERBANK, N.A.

Big Bear Fire Authority
2024-25 Tax and Revenue Anticipation Note

Dated as of July 1, 2024

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This NOTE PURCHASE AGREEMENT, dated as of July 1, 2024, is entered into by and between the BIG BEAR FIRE AUTHORITY, a joint powers authority duly organized and existing under and by virtue of the laws of the State of California and that certain Joint Exercise of Powers Agreement by and between the Big Bear Lake Fire Protection District and the Big Bear City Community Services District (the “Authority”), and EVERBANK, N.A. (including its successors and assigns, the “Bank”).

W I T N E S S E T H:

WHEREAS, the Authority desires to sell its Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note (together with the portions thereof, the “Note”) in anticipation of its receipt of Revenues (as defined herein) in order to support its cash flow needs; and

WHEREAS, the Bank is willing, on the terms and conditions contained herein, to purchase the Note as further described herein from the Authority.

NOW, THEREFORE, in consideration of the respective agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

ARTICLE I
DEFINITIONS

Section 1.01 Definitions. The following terms have the meanings indicated below or in the referenced Section of this Agreement, unless the context shall clearly indicate otherwise:

“Agreement” means this Note Purchase Agreement, as amended, modified and supplemented from time to time.

“Applicable Lending Office” means, in the case of any Note Portion, the office of the Bank at which the Note is carried on the books and records of the Bank as set forth in Section 7.09 herein.

“Authority” has the meaning assigned to that term in the introductory paragraph of this Agreement.

“Authorized Representative” means any of the following officers of the Authority: the Chairman of the Board of Directors, the Fire Chief, and the Director of Business Services, or any of their designee, or any individual designated in writing to the Bank as an Authorized Representative by the Chairman of the Board of Directors or the Fire Chief.

“Authorizing Law” means California Government Code Sections 53850 to 53858 (inclusive).

“Bank” has the meaning assigned to that term in the introductory paragraph of this Agreement.

“Board of Directors” means Board of Directors of the Authority.

“Business Day” means any day that is not a Saturday, Sunday or other day on which commercial banks in New York, New York or Big Bear Lake, California are authorized or required by law to remain closed.

“Change in Law” means (a) the adoption of any law, rule or regulation after the date of this Agreement, (b) any change in any law, rule or regulation or in the interpretation or application thereof by any Governmental Authority after the date of this Agreement, or (c) compliance by the Bank (or by the Applicable Lending Office of the Bank) with any request, guideline or directive (whether or not having the force of law) of any Governmental Authority made or issued after the date of this Agreement; *provided* that notwithstanding anything herein to the contrary, (x) the Dodd-Frank Wall Street Reform and Consumer Protection Act and all requests, rules, guidelines or directives thereunder or issued in connection therewith, and (y) all requests, rules, guidelines or directives promulgated by the Bank for International Settlements, the Basel Committee on Banking Supervision (or any successor or similar authority) or the United States or foreign regulatory authorities, in each case pursuant to Basel III, shall in each case be deemed to be a “Change in Law,” regardless of the date enacted, adopted or issued.

“Commitment Termination Date” means June 30, 2025, unless terminated earlier as provided herein.

“Default” means the occurrence of any event or the existence of any circumstances that, with the passage of time, the giving of notice, or both, would become an Event of Default.

“Default Rate” means 9.95% per annum, as more particularly described in Section 2.05(b) hereof.

“Designated Jurisdiction” means any country or territory to the extent that such country or territory itself is the subject of any Sanction.

“Director of Business Services” means the individual who from time to time occupies the office of the Director of Business Services of the Authority.

“Dollars” and “\$” means the lawful currency of the United States of America.

“Effective Date” means July 2, 2024.

“Event of Default” has the meaning assigned to that term in Section 6.01 hereof.

“Fire Chief” means the individual who from time to time occupies the office of the Fire Chief of the Authority.

“Fiscal Year” means each twelve-month period commencing on July 1 and ending on June 30.

“General Fund” means the fund of the Authority into which Revenues are received and/or deposited.

“Governmental Authority” means the government of the United States of America, or any political subdivision thereof, whether state or local, and any agency, authority, instrumentality, regulatory body, court, central bank or other entity exercising executive, legislative, judicial, taxing, regulatory or administrative powers or functions of or pertaining to government.

“Indebtedness” means, without duplication, (a) all indebtedness (including principal and interest) of the Authority for borrowed money or for the deferred purchase price of property; (b) all liabilities secured by any Lien on any property owned by the Authority, whether or not such liabilities have been assumed by the Authority; (c) the aggregate amount required to be capitalized under leases under which the Authority is the lessee; and (d) all Contingent Obligations of the Authority. As used in this definition, the term “Contingent Obligation” means, as to the Authority, any obligation of the Authority guaranteeing or intended to guarantee any Indebtedness, leases, dividends or other obligations (“primary obligations”) of any other Person (the “primary obligor”) in any manner, whether directly or indirectly including, without limitation, any obligation of the Authority, whether or not contingent, (i) to purchase any such primary obligation or any property constituting direct or indirect security therefor, (ii) to advance or supply funds (x) for the purchase or payment of any such primary obligation or (y) to maintain working capital or equity capital of the primary obligor or otherwise to maintain the net worth or solvency of the primary obligor, (iii) to purchase property, securities or services primarily for the purpose of assuring the holder of any such primary obligation of the ability of the primary obligor to make payment of such primary obligation or (iv) otherwise to assure or hold harmless the holder of such primary obligation against loss in respect thereof; provided, however, that the term Contingent Obligation shall not include endorsements of instruments for deposit or collection in the ordinary course of business. The amount of any Contingent Obligation shall be deemed to be an amount equal to the stated or determinable amount of the primary obligation in respect of which such Contingent Obligation is made or, if not stated or determinable, the maximum reasonably anticipated liability in respect thereof (assuming the Authority is required to perform thereunder) as determined by the Authority in good faith.

“Indemnitee” has the meaning assigned to that term in Section 7.07(a) hereof.

“Interest Invoice” has the meaning assigned to that term in Section 2.05(b) hereof.

“Initial Note Portion” means \$0.00 purchased on the Effective Date as described in Section 2.01(a) hereof.

“Interest Payment Date” means January 31, 2025, and June 30, 2025, and date that any Note Portion is prepaid hereunder.

“Interest Rate” means 6.95% per annum.

“JPA Agreement” means that certain Joint Exercise of Powers Agreement, dated June 21, 2012, by and between the Big Bear Lake Fire Protection District and the Big Bear City Community Services District.

“Lien” means any mortgage, pledge, hypothecation, assignment, deposit arrangement, encumbrance, lien (statutory or other), preference, priority or other security agreement of any kind

or nature whatsoever (including, without limitation, any conditional sale or other title retention agreement).

“Margin Stock” has the meaning provided in Regulation U of the Board of Governors of the Federal Reserve System.

“Maturity Date” means June 30, 2025, unless such date occurs earlier as provided herein.

“Note” means the Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note, as further described in Section 2.04 hereof.

“Note Portion” means an undivided beneficial interest in the Note and includes the Initial Note Portion.

“Notice” or “notice” means any form of written communication or a communication by means of electronic mail, facsimile device, telegaph or cable and confirmed telephonically.

“Notice Office” means the office of the Bank as set forth in Section 7.09 herein, or such other office or mail code as the Bank may hereafter designate in writing as such to the Authority. Any Notice of a change in the Notice Office shall become effective on the fifth calendar day after the delivery of Notice thereof to the Authority.

“Obligations” means all amounts owing to the Bank pursuant to the terms of this Agreement and the Note.

“OFAC” means The Office of Foreign Assets Control of the U.S. Department of the Treasury.

“Payment Office” means the office of the Bank as set forth in Section 7.09 herein, or such other office or account as the Bank may hereafter designate in writing as such to the Authority. Any Notice of a change in the Payment Office shall become effective on the fifth calendar day after the delivery of Notice thereof to the Authority.

“Person” means an individual, a corporation, a partnership, a limited liability company, an association, a trust or any other entity or organization, including a government or a political subdivision or an agency or instrumentality thereof.

“Pledged Revenues” has the meaning assigned to that term in Section 2.11(b) hereof.

“Purchase Date” means, (a) with respect to the Initial Note Portion, the Effective Date, and (b) with respect to future Note Portions, the date, which shall be a Business Day, on which the Bank is required to purchase such Note Portion as set forth in the applicable Purchase Notice.

“Purchase Notice” has the meaning assigned to that term in Section 2.02 hereof.

“Related Documents” means the Note and the Resolution.

“Resolution” means Resolution No. [____] adopted by the Board of Directors of the Authority on June 11, 2024, as amended, modified and supplemented from time to time.

“Revenues” means all legally available taxes, income, revenue, cash receipts, and other moneys of the Authority attributable to the Authority’s Fiscal Year 2024-25. “Revenues” shall include amounts received and collected by the Authority from the Big Bear Lake Fire Protection District and the Big Bear City Community Services District pursuant to Section 7 of the JPA Agreement.

“Sanction(s)” means any international economic sanction administered or enforced by the United States Government (including, without limitation, OFAC), the United Nations Security Council, the European Union, His Majesty’s Treasury or other relevant sanctions authority.

“Section 5.05 Documents” means the documents required by Section 5.05 hereof.

“State” means the State of California.

“Taxes” has the meaning assigned to that term in Section 2.13 hereof.

“Unutilized Commitment” means, on the Effective Date, \$2,000,000, and, thereafter at any time, means \$2,000,000 less the aggregate principal amount of all Note Portions purchased by the Bank.

Section 1.02 Construction. The definitions of terms herein shall apply equally to the singular and plural forms of the terms defined. Whenever the context may require, any pronoun shall include the corresponding masculine, feminine and neuter forms. The words “include,” “includes,” and “including” shall be deemed to be followed by the phrase “without limitation.” The word “will” shall be construed to have the same meaning and effect as the word “shall.” Unless the context requires otherwise (a) any definition of or reference to any agreement, instrument or other document herein shall be construed as referring to such agreement, instrument or other document as from time to time amended, supplemented or otherwise modified (subject to any restrictions on such amendments, supplements or modifications set forth herein), (b) any reference herein to any Person shall be construed to include such Person’s successors and assigns, (c) the words “herein,” “hereof,” and “hereunder,” and words of similar import, shall be construed to refer to this Agreement in its entirety and not to any particular provision hereof, and (d) all references herein to Articles, Sections and Exhibits shall be construed to refer to Articles and Sections of, and Exhibits to, this Agreement.

ARTICLE II NOTES

Section 2.01 Initial Note Portion; Commitment to Purchase Note Portions.

(a) On the basis of the representations, warranties and covenants contained herein, but subject to the terms and conditions herein set forth, the Bank hereby agrees to purchase from the Authority, and the Authority hereby agrees to sell to the Bank up to \$2,000,000 in principal amount of the Note at a purchase price of 100% of the principal amount thereof. The initial Note Portion (the “Initial Note Portion”) purchased by the Bank hereunder is \$0.00.

(b) Subject to and upon the terms and conditions set forth herein, including but not limited to, the provisions of Section 2.11(a) hereof, the Bank agrees, at any time and from time to time prior to the Commitment Termination Date at the written request of the Authority, to purchase additional Note Portions issued by the Authority in any aggregate principal amount, provided such principal amount may not exceed the Unutilized Commitment at such time.

(c) The Authority shall be entitled to make four total written requests in accordance with Section 2.01(b) above, totaling a maximum of four draws.

Section 2.02 Purchase Notice.

(a) Whenever the Authority desires for the Bank to purchase a Note Portion hereunder, it shall give the Bank at its Notice Office prior written notice of such purchase no later than five (5) days preceding the applicable Purchase Date. Each such notice (each a "Purchase Notice") shall be in the form of Exhibit A attached hereto, appropriately completed to specify the aggregate principal amount of the Note Portion to be purchased and the applicable Purchase Date (which shall be a Business Day).

(b) No later than 12:00 p.m. California time on the applicable Purchase Date, so long as the conditions precedent to such purchase as set forth in Section 3.02 are satisfied at such time on such date, the Bank will make available to the order of the Authority the principal amount of the Note Portion in Dollars and in immediately available funds.

Section 2.03 Reserved.

Section 2.04 Note. The Authority's obligation to pay the principal of, and interest on, the Note Portions purchased by the Bank shall be evidenced by a Big Bear Fire Authority 2024-25 Tax and Revenue Anticipation Note in the form of a note duly executed and delivered by the Authority substantially in the form attached to the Resolution appropriately completed in conformity herewith (as the same may be amended from time to time, the "Note"). The Note shall (i) be registered in the name of the Bank and be dated the Effective Date; (ii) be in a principal amount equal to an amount not to exceed \$2,000,000 and be payable in the principal amount of the Note Portions evidenced thereby, including the Initial Note Portion; (iii) mature, with respect to each Note Portion evidenced thereby, on June 30, 2025; (iv) bear interest at the Interest Rate; and (v) be entitled to the benefits of this Agreement and the Resolution. The Bank will note on the principal log attached to the Note the amount of each Note Portion purchased by the Bank and each principal payment in respect thereof. Failure to make any such notation shall not affect the Authority's obligations in respect of the Note Portions.

Section 2.05 Interest. The Authority agrees to accrue and pay interest in respect of the unpaid principal amount of the Note as follows:

(a) The Authority agrees to accrue interest in respect of the unpaid principal amount of each Note Portion from the date the proceeds thereof are made available to the Authority until the earliest of (i) the date such Note Portion is paid in full, or (ii) the Maturity Date, in each case, at a rate per annum which shall be equal to the Interest Rate.

(b) Overdue principal and, to the extent permitted by law, overdue interest in respect of each Note Portion shall bear interest at a rate of 9.95% per annum, which is equal to 3.00% per annum in excess of the Interest Rate for such Note Portion (the “Default Rate”).

(c) Interest shall be payable (i) on each Interest Payment Date for the interest accrued on the Note from and including the preceding Interest Payment Date to but excluding such Interest Payment Date as set forth in an invoice of the Bank (each an “Interest Invoice”) delivered to the Authority no later than ten (10) Business Days prior to such Interest Payment Date; provided that failure of delivery of an Interest Invoice shall not affect the Authority’s obligations in respect of such interest; provided further that to the extent that the interest set forth in an Interest Invoice is either below or above the actual interest amount, the difference shall be either credited or debited in the next succeeding Interest Invoice and, in the case of a deficiency, as long as the Authority pays such interest pursuant to the provisions of the following paragraph, such interest shall not be considered overdue; and (ii) in respect of each Note Portion, on any prepayment (on the amount prepaid), on the Maturity Date and, after the Maturity Date, on demand.

(d) All computations of interest shall be made on a 30/360 basis.

Section 2.06 Reserved.

Section 2.07 Reserved.

Section 2.08 Compensation.

(a) The Authority shall compensate the Bank, upon its written request (which request shall set forth the basis for requesting such compensation and shall, absent manifest error, be final and conclusive and binding on all the parties hereto), for all reasonable losses, expenses and liabilities (including, without limitation, any loss, expense or liability incurred by reason of the liquidation or reemployment of deposits or other funds required by the Bank to fund its Note Portions) which the Bank may sustain (i) if for any reason (other than a default by the Bank) a purchase of a Note Portion does not occur on a date specified therefor in a Purchase Notice (whether or not withdrawn by the Authority), or (ii) as a consequence of any other default by the Authority to pay the principal of and interest on the Note Portions when required by the terms of this Agreement and the Note.

Section 2.09 Voluntary Termination of Unutilized Commitment. Upon at least five (5) Business Days’ prior notice to the Bank at its Notice Office, the Authority shall have the right, without premium or penalty, to terminate the Unutilized Commitment in whole or in part, in integral multiples of \$100,000.

Section 2.10 Prepayments. The Authority shall have the right to prepay any Note Portion, without premium or penalty, in whole or in part from time to time on any day; provided however, that if such date is not a Business Day, then such prepayment shall occur on the next succeeding Business Day; provided further however, that prior to any prepayment, the Authority shall provide notice to the Bank at least five (5) Business Days prior to such prepayment date. With respect to each prepayment of the Note pursuant to this Section 2.10, (i) the Authority shall designate the Note Portions which are to be prepaid and the specific draw dates applicable thereto

and the amount or amounts to be prepaid, and (ii) each prepayment shall be in any amount, as determined by the Authority.

Section 2.11 Security Interest. Pursuant to the Resolution, the Authority has pledged all Revenues (collectively, the “Pledged Revenues”) to the payment of the principal of and interest on the Note. The pledge is valid and binding in accordance with the terms of the Resolution, and the Pledged Revenues shall immediately be subject to the pledge, and the pledge shall constitute a first lien and security interest which shall immediately attach to the Pledged Revenues and be effective, binding, and enforceable against the Authority, its successors, creditors, and all others asserting the rights therein, to the extent set forth, and in accordance with, the Resolution irrespective of whether those parties have notice of the pledge and without the need for any physical delivery, recordation, filing, or further act.

Section 2.12 Method and Place of Payment. All payments under this Agreement or the Note shall be made to the Bank not later than 12:00 Noon (California time) on the date when due and shall be made in Dollars in immediately available funds at the Payment Office. Whenever any payment to be made hereunder or under the Note shall be stated to be due on a day which is not a Business Day, the due date thereof shall be extended to the next succeeding Business Day and, with respect to payments of principal, interest shall be payable at the applicable rate during such extension.

Section 2.13 Net Payment. All payments made by the Authority hereunder or under the Note will be made without setoff, counterclaim or other defense. All such payments will be made free and clear of, and without deduction or withholding for, any present or future taxes, levies, imposts, duties, fees, assessments or other charges of whatever nature now or hereafter imposed by any jurisdiction or by any political subdivision or taxing authority thereof or therein (but excluding any tax imposed on or measured by the net income of the Bank pursuant to the laws of the jurisdiction (or any political subdivision or taxing authority thereof or therein) in which the Applicable Lending Office of the Bank is located) and all interest, penalties or similar liabilities with respect thereto (collectively, “Taxes”). If any Taxes are so levied or imposed, the Authority agrees to pay the full amount of such Taxes and such additional amounts as may be necessary so that every payment of all amounts due hereunder or under the Note, after withholding or deduction for or on account of any Taxes, will not be less than the amount provided for herein or in the Note. The Authority will furnish to the Bank, within forty-five (45) days after the date the payment of any Taxes is due pursuant to applicable law, certified copies of tax receipts evidencing such payment by the Authority. To the extent permitted by law, the Authority hereby agrees to indemnify and hold harmless the Bank, and reimburse the Bank upon its written request, for the amount of any Taxes so levied or imposed and paid by the Bank.

Section 2.14 Transfers of the Note. Unless the Authority shall otherwise consent in writing, the Bank shall not transfer the Note to any Person; provided, however, that the Bank may assign the Note to a wholly-owned subsidiary of the Bank without prior notice to the Authority so long as the delivery of payments hereunder remains unaffected.

Section 2.15 Bank Records. All transactions relating to the Unutilized Commitment and the Note Portions including, without limitation, prepayments, repayments, interest charges and reductions and terminations of the Unutilized Commitment and the Note Portions shall be reflected

in the books and records of the Bank, which records shall be conclusive and binding upon the Authority absent manifest error.

ARTICLE III CONDITIONS PRECEDENT

Section 3.01 Conditions to the Bank's Entering Into Agreement. It shall be a condition precedent to the Bank's entering into this Agreement and purchasing the Initial Note Portion that all proceedings taken in connection with the transactions contemplated hereby and all documents incident thereto, including the Related Documents, shall be in form and substance satisfactory to the Bank and that the conditions enumerated in this Section 3.01 have been fulfilled to the satisfaction of the Bank. Delivery by the Bank of fully executed signature pages to this Agreement shall constitute acknowledgment and acceptance by the Bank that all such conditions have been met or waived.

(a) Representations. On the Effective Date, (i) there shall exist no Event of Default or Default; (ii) all representations and warranties made by the Authority herein or in any of the Related Documents shall be true and correct with the same effect as though such representations and warranties had been made at and as of such time; and (iii) each of the Related Documents to which the Authority is a party, as amended (if applicable), is in full force and effect and has not been amended, modified or changed.

(b) Documents. On or prior to the Effective Date, the Bank shall have received, in form and substance satisfactory to the Bank, the following:

(i) True and complete executed originals of this Agreement and the Note executed by an Authorized Representative;

(ii) The Resolution certified as of the Effective Date by the Secretary of the Board of Directors;

(iii) The signature and incumbency certificate, dated the Effective Date, of the signatories of the Authority executing this Agreement and the Note;

(iv) A certificate of the Director of Business Services dated the Effective Date, confirming that the 2024-25 budget has been approved by the Board of Directors and making the representations set forth in Section 3.01(a) with respect to the Authority;

(v) Executed copies of the legal opinion of counsel to the Authority, together with a reliance letter addressed to the Bank, which opinions, in each case, shall be in form and substance satisfactory to the Bank;

(vi) A copy of the Authority's annual comprehensive financial report ("ACFR") for the Authority's Fiscal Year 2022-23 Fiscal Year;

(vii) If the Fiscal Year 2024-25 budget is changed before the Effective Date, a synopsis of the meeting at which the Board of Directors approved such changes to the

annual budget for the Authority's Fiscal Year 2024-25 certified by an Authorized Representative; and

(viii) Such further documentation, certificates or opinions as the Bank may reasonably request in connection with the matters arising under this Agreement and the Related Documents.

(c) Absence of Material Adverse Change. The Bank shall be satisfied that, on the Effective Date, no material adverse change in or effect upon the financial condition of the Authority shall have occurred since June 30, 2023 or the Authority's ability to perform its obligation under this Agreement and the Related Documents. In addition, on or prior to the Effective Date, no change shall have occurred in any law, rule or regulation or in any interpretation thereof that, in the opinion of counsel to the Bank, would make it illegal for the Bank to execute and deliver this Agreement or for the Authority to execute, deliver and perform under the terms of this Agreement and the Note.

(d) Payment. The Authority shall have made arrangements for the payment of the fees and expenses of counsel to the Bank as provided in Section 7.06 hereof.

(e) Other Matters. All other legal matters pertaining to the execution and delivery of this Agreement and the Related Documents shall be satisfactory to the Bank, and the Bank shall have received such other statements, certificates, agreements, documents and information with respect to the Authority and matters contemplated by this Agreement as the Bank may reasonably request.

Section 3.02 Conditions to Purchase. The obligation of the Bank to purchase a Note Portion (other than the Initial Note Portion) on any day is subject to the satisfaction of the following conditions on such date:

(a) Unutilized Commitment. The Unutilized Commitment shall not have expired or been terminated on or prior to such day.

(b) Purchase Notice. The Bank shall have timely received the required Purchase Notice duly completed by an Authorized Representative, with respect to such Note Portion.

(c) No Default; Representations and Warranties. At the time such Note Portion is to be purchased and also after giving effect thereto:

(i) no Default or Event of Default shall have occurred and be continuing;

(ii) except as otherwise provided in clause (iii) hereinbelow, all representations and warranties contained herein shall be true, correct and complete in all material respects with the same effect as though such representations and warranties had been made on and as of such date except to the extent a representation or warranty relates specifically to an earlier date, in which case, such representation and warranty shall have been true and correct as of such earlier date; and

(iii) (1) the Authority certifies as of the applicable Purchase Date that a true, correct and complete copy of each of the Section 5.05 Documents provided on or prior to such Purchase Date has been furnished to the Bank; (2) the Authority certifies that the information contained in such Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) provided on or prior to such Purchase Date was accurate as of the respective dates of such information; and (3) the Director of Business Services represents as of the Purchase Date that, to his or her actual knowledge, without any investigation, the information contained in the Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) is complete in all material respects with respect to the Revenues.

ARTICLE IV REPRESENTATIONS OF THE AUTHORITY

The Authority makes the following representations and warranties to the Bank as of the date hereof, the Effective Date and as of each Purchase Date:

Section 4.01 Valid Existence. The Authority is a joint powers authority duly organized and existing under and by virtue of the laws of the State and the JPA Agreement and has the necessary power and authority to execute and deliver this Agreement and the Related Documents, to perform its obligations hereunder and thereunder.

Section 4.02 Authorization and Validity. The execution, delivery and performance by the Authority of this Agreement, the Note and the other Related Documents have been duly authorized by proper proceedings of the Authority, and no further approval, authorization or consents are required by law or otherwise. To the best of the Authority's knowledge, this Agreement, the Note and the Resolution constitute the legal, valid and binding obligations of the Authority enforceable in accordance with their respective terms, subject to bankruptcy, insolvency, moratorium and other laws affecting creditors' rights generally and principles of equity and public policy.

Section 4.03 Compliance with Laws and Contracts. Neither the execution and delivery by the Authority of this Agreement, the Note and the Resolution, nor the consummation of the transactions herein and therein contemplated, nor compliance with the provisions hereof or thereof will (a) violate any provision of the JPA Agreement, (b) violate any law, rule, regulation, order, writ, judgment, injunction, decree or award binding on the Authority, (c) result in any breach of, or default under the provisions of any material indenture, resolution, instrument or agreement to which the Authority is a party or is subject, or by which it or its property is bound, or (d) conflict with or result in the creation or imposition of any Lien pursuant to the terms of any such indenture, instrument or agreement.

Section 4.04 Litigation. Other than has been previously disclosed in writing to the Bank, there is no action, suit, proceeding, inquiry or investigation at law or in equity or before or by any court, public board or body pending with service of process accomplished or, to the knowledge of the Authority, threatened against or affecting the Authority (a) wherein an unfavorable decision, ruling or finding would materially adversely affect (i) the transactions contemplated by or the validity of this Agreement, the Note or any of the other Related Documents, or (ii) the Authority's

ability to perform its obligations hereunder or under the Note, or the other Related Documents; or (b) which in any way contests the existence, organization or powers of the Authority or the titles of the officers of the Authority to their respective offices.

Section 4.05 No Event of Default. No Event of Default or Default has occurred and is continuing.

Section 4.06 Projections and Budget Material. The Authority represents that the proposed budget for Fiscal Year 2024-25 in the form considered by the Board of Directors at its meeting on [June __, 2024], was prepared on the basis of information and estimates that the Authority believed on the Effective Date to be reasonable.

Section 4.07 Accurate and Complete Disclosure. The Authority hereby certifies as of the Effective Date that true, correct and complete copies of the documents listed in Exhibit B have been made available to the Bank. The Authority also certifies that the information contained in the documents listed in Exhibit B was accurate as of the respective dates of such information. The Authority hereby certifies that it has not failed to disclose any material information relating to the Revenues of which the Authority has actual knowledge, without any investigation, where such omission would reasonably be expected to impact the Bank's decision to enter into the Note Purchase Agreement.

Section 4.08 Regulatory Approvals. Each authorization, consent, approval, license or formal exemption from or filing, declaration or registration with, any court, governmental agency or regulatory authority (federal, state or local), required to be obtained by the Authority in connection with the Authority's execution and delivery of, and performance under this Agreement, the Note and the other Related Documents has been obtained or made and is in full force and effect.

Section 4.09 Prospective Change in Law. To the knowledge of the Authority, there is no amendment, or proposed amendment certified for placement on a ballot, to the JPA Agreement or the Constitution of the State or any published administrative interpretation of the Constitution of the State or any State law, or any legislation which has passed either house of the State legislature or is under consideration by any conference or similar committee, or any published judicial decision interpreting any of the foregoing, the effect of which is to invalidate, eliminate or materially reduce the Revenues.

Section 4.10 Sovereign Immunity. Under California law and subject to Section 7.03(d) hereto, the Authority cannot assert sovereign immunity as a defense to the enforcement of its obligations under this Agreement and the Note.

Section 4.11 Priority of Pledge. The Resolution provides the Bank with a valid pledge of the Pledged Revenues, the priority of which is set forth in the Resolution, and the Bank is not required to take any further action to perfect or maintain this pledge.

Section 4.12 Resolution. The Resolution is in full force and effect. The Resolution has not been amended or supplemented except by such amendments or supplements as have previously been delivered to the Bank.

Section 4.13 JPA Agreement. The JPA Agreement is in full force and effect and has not been amended or supplemented except by such amendments or supplements as have previously been delivered to the Bank.

Section 4.14 Note. As of the Effective Date, the Note has been duly and validly issued under the Resolution and is entitled to the benefits thereof.

Section 4.15 Usury. The terms of this Agreement, the Note and the other Related Documents regarding the calculation and payment of interest and fees do not violate any applicable usury laws.

ARTICLE V COVENANTS OF THE AUTHORITY

During the term of this Agreement, and until the Obligations are paid in full, including full payment of the Note, unless the Bank shall otherwise consent in writing, the Authority covenants and agrees as follows:

Section 5.01 Notice of Default. As soon as practicable but in any event not more than five (5) Business Days after an Authorized Representative of the Authority shall have obtained knowledge of the occurrence of an Event of Default or Default provide to the Bank the written statement of an Authorized Representative setting forth the details of each such Event of Default or Default and, to the extent the Authority has made any determination with respect thereto, the action which the Authority proposes to take with respect thereto.

Section 5.02 Compliance With Laws. The Authority shall comply with all laws, rules and regulations, and with all final orders, writs, judgments, injunctions, decrees or awards to which it may be subject; provided, however, that the Authority may contest the validity or application thereof and appeal or otherwise seek relief therefrom, and exercise any and all of the rights and remedies which it may have with regard thereto, so long as such acts do not affect the Authority's power and authority to execute and deliver this Agreement, to perform its obligations and pay all amounts payable by it hereunder or under the Note, or to execute and deliver the other Related Documents and to perform its obligations thereunder.

Section 5.03 Resolution. The Authority agrees that it will perform and comply with each and every covenant and agreement required to be performed or observed by it in the Resolution, each of which covenants and agreements are, by this reference, incorporated into this Agreement in their entirety together with all defined terms and construction provisions necessary for a correct understanding thereof. The Authority shall not amend, modify, terminate or grant, or permit the amendment, modification, termination or grant of, any waiver under, or consent to, or permit or suffer to occur any action or omission which results in, or is equivalent to, an amendment, termination, modification, or grant of a waiver under the Resolution which would materially impair the ability of the Authority to perform its obligations under this Agreement without the prior written consent of the Bank.

Section 5.04 No Impairment. The Authority will not take any action that would materially impair the Authority's ability to perform its obligations under this Agreement, the Note and the other Related Documents.

Section 5.05 Budgets; Financial Statements; Reports, Certificates and Other Information.
The Authority shall provide or cause to be provided to the Bank copies of:

(a) As soon as available, and in any event no later than thirty (30) days after the adoption thereof, a copy of the Authority's annual budget for the Authority's Fiscal Year 2024-25, as said budget shall have been adopted by the Board of Directors;

(b) As soon as available, and in any event no later than 270 days after June 30, 2024, the Authority's ACFR for Fiscal Year ending June 30, 2024 together with an opinion of the independent accountants who conducted the audit of the financial statements of the Authority contained in the ACFR, which opinion shall contain no qualifications other than qualifications relating to the implementation of rules issued by the Government Accounting Standards Board (the failure to comply with which would not, in the opinion of the Bank in its sole discretion, individually or in the aggregate, have a material impact on any financial statement line item);

(c) Concurrently with the furnishing of the financial statements described under Section 5.05(b) hereof, a certificate signed by an Authorized Representative stating that (i) the Authority has complied with all of the terms, provisions and conditions of this Agreement and the other Related Documents, (ii) to the best of his/her knowledge, the Authority has kept, observed, performed and fulfilled each and every covenant, provision and condition of this Agreement and the other Related Documents on the Authority's part to be performed, and (iii) no Default or Event of Default has occurred or, if such Default or Event of Default has occurred, specifying the nature of such Default or Event of Default, the period of its existence, the nature and status thereof and any remedial steps taken or proposed to correct such Default or Event of Default;

(d) As soon as available and, in any event, within ten (10) Business Days after adoption by the Board of Directors of any changes to the Fiscal Year 2024-25 annual budget for the Authority, including, but not limited to, all interim budget reports, if any, but only to the extent that such changes relate to Revenues;

(e) Promptly, notice of any action, suit or proceeding known to it at law or in equity or by or before any governmental instrumentality, entity or other agency which, if adversely determined, would materially impair the ability of the Authority to carry out its obligations under this Agreement, the Note or any other Related Document or any other document, instrument or agreement required hereunder or thereunder, or would materially and adversely affect its assets or financial condition;

(f) Promptly, notice of any matter or event which may result in a material adverse change in the Authority's financial condition or operations; and

(g) Promptly, upon the request of the Bank, any additional information reasonably requested by the Bank.

Section 5.06 Inspection Rights. At any reasonable time and from time to time the Authority shall permit the Bank or any agents or representatives thereof to examine and make copies of the records and books of account related to the Revenues and the transactions contemplated by this Agreement, the Note and the other Related Documents, to visit the

Authority's properties and to discuss its affairs, finances and accounts with any of its officers and independent accountants.

Section 5.07 Use of Proceeds. The Authority shall use the proceeds of each Note Portion solely for the cash flow needs of the Authority for Fiscal Year 2024-25. Without limiting the preceding sentence, the Authority agrees that no part of the proceeds of any Note Portion will be used by the Authority to purchase or carry any Margin Stock or to extend credit to others for the purpose of purchasing or carrying any Margin Stock.

Section 5.08 Existence. The Authority shall maintain its legal existence and shall not merge or consolidate with or into any other Person.

Section 5.09 Indebtedness and Liens. The Authority shall not create or suffer to exist any Indebtedness secured by a Lien upon, or with respect to, any of the Pledged Revenues, except as permitted pursuant to the Resolution.

Section 5.10 Assignments. The Authority shall not assign, transfer or otherwise convey any interest in the Pledged Revenues without the prior written consent of the Bank.

Section 5.11 Sanctions Concerns and Anti-Corruption Laws.

(a) *Sanctions Concerns*. Neither the Authority, nor, to the knowledge of the Authority, any director, officer, employee, agent, affiliate or representative thereof, is an individual or entity that is, or is owned or controlled by any individual or entity that is (i) currently the subject or target of any Sanctions, (ii) included on OFAC's List of Specially Designated Nationals, HMT's Consolidated List of Financial Sanctions Targets and the Investment Ban List, or any similar list enforced by any other relevant sanctions authority or (iii) located, organized or resident in a Designated Jurisdiction.

(b) *Anti-Corruption Laws*. The Authority has conducted its business in compliance with the United States Foreign Corrupt Practices Act of 1977, the UK Bribery Act 2010 and other similar anti-corruption legislation in other jurisdictions, and has instituted and maintained policies and procedures designed to promote and achieve compliance with such laws.

Section 5.12 Further Assurances. From time to time hereafter, the Authority will execute and deliver such additional instruments, certificates or documents, and will take all such actions as the Bank may reasonably request for the purposes of implementing or effectuating the provisions of this Agreement and the Related Documents or for the purpose of more fully perfecting or renewing the Bank's rights with respect to the Pledged Revenues.

Section 5.13 Certain Information. The Authority shall not include in any amendment or supplement to any offering or disclosure document with respect to any Indebtedness, whether offered publicly or private, any information concerning the Bank that is not supplied in writing, or otherwise consented to, by the Bank expressly for inclusion therein, other than the Bank's name and a brief description of this Agreement, which may be included in such offering or other document without the Bank's prior written consent.

Section 5.14 Accuracy of Information. The Authority agrees that it shall provide the Bank with true, correct and complete copies of the Section 5.05 Documents. The Authority also agrees that the information contained in the Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) will be accurate as of the respective dates of such information. The Director of Business Services agrees that, to his or her actual knowledge, without any investigation, the information contained in the Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) will be complete in all material respects with respect to the Revenues.

Section 5.15 No Immunity. The Authority agrees that under California law and subject to Section 7.03(d) hereto it cannot assert sovereign immunity as a defense to the enforcement of its obligations under this Agreement or the Note.

ARTICLE VI EVENTS OF DEFAULT; REMEDIES

Section 6.01 Events of Default. Each of the following events shall constitute an “Event of Default” hereunder:

(a) Payments. The Authority shall default in the payment when due of any principal of or interest on the Note, and, with respect to such interest, such default shall continue unremedied for five (5) or more days.

(b) Representations Untrue. Any representation, warranty, certification or statement made by the Authority in this Agreement or in the Resolution shall (in any such case) have been incorrect or untrue in any material respect when made or deemed to have been made.

(c) Covenant Defaults.

(i) The Authority shall default in the due performance on or observance of any term, covenant or agreement contained in Sections 5.01, 5.03, 5.04, 5.08, 5.09, 5.10 and 5.15 of this Agreement.

(ii) The Authority shall default in the due performance on or observance of any term, covenant or agreement contained in Section 5.05 of this Agreement and such default, if capable of being remedied, shall remain unremedied for thirty (30) days after written notice thereof shall have been given to the Authority by the Bank.

(iii) The Authority shall default in the due performance or observance of any material term, covenant or agreement contained herein or incorporated herein (other than those described in other provisions of this Section 6.01) and such default, if capable of being remedied, shall remain unremedied for sixty (60) days after written notice thereof shall have been given to the Authority by the Bank.

(d) Reserved.

(e) Reserved.

(f) Invalidity; Repudiation.

(i) Any material provision of this Agreement, the Note, the Authorizing Law or the Resolution is declared to be null and void by a final non-appealable judgment of court of competent jurisdiction; or

(ii) The Authority, pursuant to official action on the part of its Board of Directors, shall deny that it has any or further liability or obligation under this Agreement, the Note, the Authorizing Law or the Resolution.

(g) Insolvency, Etc. The Authority shall become insolvent or admit in writing its inability to pay its debts as they mature or shall declare a moratorium on the payment of its debts or apply for, consent to or acquiesce in the appointment of a trustee, custodian, liquidator or receiver for itself or any substantial part of its property, or shall take any action to authorize or effect any of the foregoing; or in the absence of any such application, consent or acquiescence, a trustee, custodian, liquidator or receiver shall be appointed for it or for a substantial part of its property or revenues and shall not be discharged within a period of ninety (90) days; or the State or any other Governmental Authority having jurisdiction over the Authority imposes a debt moratorium, debt restructuring, or comparable restriction on repayment when due and payable of the principal of or interest on any debt by the Authority; or any bankruptcy, reorganization, debt arrangement or other proceeding under any bankruptcy or insolvency law or any dissolution or liquidation proceeding shall be instituted by or against the Authority (or any action shall be taken to authorize or effect the institution by it of any of the foregoing) and if instituted against it, shall be consented to or acquiesced in by it, or shall not be dismissed within a period of ninety (90) days.

(h) Pledge, Etc. The pledge of the Pledged Revenues created by the Resolution shall fail to provide the Bank, as Note holder, with the security interest in the Pledged Revenues purported to be provided, or the Bank, as Note holder, shall cease to have a valid security interest in the Pledged Revenues.

(i) Resolution Default. The Authority shall default in the due performance or observance of any material term, covenant or agreement contained in the Resolution and the same shall not have been cured within any applicable cure period.

(j) Certain Unsatisfied Judgments. A judgment or court order for the payment of money in excess of \$1,000,000 shall be rendered against the Authority that is payable from the Authority's General Fund, and such judgment or court order shall continue unsatisfied and in effect for a period of sixty (60) consecutive days without being vacated, discharged, satisfied, or stayed or bonded pending appeal.

(k) Reserved.

Section 6.02 Remedies. If any Event of Default shall have occurred and be continuing, the interest on any Note Portion outstanding shall automatically accrue interest at the Default Rate, and the Bank may by Notice to the Authority take any or all of the following actions, without prejudice to the rights of the Bank to enforce its claims against the Authority (provided, that, if an Event of Default specified in Section 6.01(g) shall occur, the result which would occur upon the giving of Notice by the Bank to the Authority as specified in clauses (i) and (ii) below shall occur

automatically without the giving of any such Notice): (i) declare the Unutilized Commitment terminated, whereupon the Unutilized Commitment shall forthwith terminate immediately; (ii) declare the principal of and any accrued interest in respect of the Note and all other Obligations owing then Outstanding hereunder to be, whereupon the same shall become, forthwith due and payable without presentment, demand, protest or other notice of any kind, all of which are hereby waived by the Authority; and/or (iii) exercise any other rights or remedies the Bank may have under the Resolution, at law or in equity.

Section 6.03 No Waiver; Cumulative Remedies. No failure or delay on the part of the Bank in exercising any right, power or privilege hereunder, under the Note or under any other Related Document and no course of dealing between the Authority and the Bank shall operate as a waiver thereof; nor shall any single or partial exercise of any right, power or privilege hereunder, under the Note or under any other Related Document preclude any other or further exercise thereof or the exercise of any other right, power or privilege hereunder or thereunder. The rights, powers and remedies herein, under the Note or in any other Related Document expressly provided are cumulative and not exclusive of any rights, powers or remedies which the Bank would otherwise have. No notice to or demand on the Authority in any case shall entitle the Authority to any other or further notice or demand in similar or other circumstances or constitute a waiver of the rights of the Bank to any other or further action in any circumstances without notice or demand.

ARTICLE VII MISCELLANEOUS

Section 7.01 Amendments. No provision of this Agreement may be amended, modified, changed, waived, discharged or terminated orally, unless by an instrument in writing signed by the parties hereto.

Section 7.02 Assignments. (a) This Agreement shall be binding upon and inure to the benefit of the Authority and the Bank and their respective successors, endorsees and assigns, except that neither party hereto may assign or transfer their respective rights or obligations hereunder without the prior written consent of the other party except as provided in Section 2.14 hereof. The Bank may grant a participation to any financial institution in all or any part of, or any interest (undivided or divided) in, the Bank's rights and benefits under this Agreement, the Note and the other Related Documents and, to the extent of that participation, such participant shall, except as set forth in the following clause (ii), have the same rights and benefits against the Authority hereunder and the Note as it would have had if such participant were a direct party hereto; provided that (i) no such participation shall affect the obligations of the Bank to purchase Note Portions as herein provided; (ii) the Authority shall be required to deal only with the Bank with respect to any matters under this Agreement and no such participant shall be entitled to enforce directly against the Authority any provision hereunder; (iii) no participant shall be entitled to recover amounts hereunder in excess of any amounts to which the Bank is entitled to recover hereunder; and (iv) such participant shall not be any Person registered as an investment company under the Investment Company Act of 1940, as amended.

(a) Notwithstanding the foregoing provisions of this Section 7.02(a), (i) the Bank may assign and pledge all or any portion of the amounts owing to it with respect to the Note to any Federal Reserve Bank or the United States Treasury as collateral security pursuant to

Regulation A of the Board of Governors of the Federal Reserve System and any Operating Circular issued by such Federal Reserve Bank; and (ii) any payment in respect of such assigned amounts owed with respect to the Note made by the Authority to the Bank in accordance with the terms thereof shall satisfy the Authority's obligations thereunder in respect of such assigned obligation to the extent of such payment. No such assignment shall release the Bank from its obligations hereunder.

Section 7.03 Governing Law; Waiver of Jury Trial; Waiver of Special Damages; Sovereign Immunity.

(a) This Agreement shall be governed by and construed in accordance with the laws of the State of California without reference to choice of law doctrine.

(b) The Authority, to the extent permitted by law, and the Bank (by its acceptance hereof) hereby voluntarily, knowingly, irrevocably and unconditionally waive any right to have a jury participate in resolving any dispute (whether based on contract, tort, or otherwise) between the Authority and the Bank arising out of or in any way related to this Agreement, the Note and the other related documents. This provision is a material inducement to the Bank to provide the financing evidenced by this Agreement. To the extent such waiver is not enforceable, the District hereby consents to the adjudication of any and all such matters pursuant to Judicial Reference as provided in Section 638 of the California Code of Civil Procedure, and the judicial referee shall be empowered to hear and determine any and all issues in such Reference whether fact or law.

(c) The Authority waives, to the extent not prohibited by law, any right the undersigned may have to claim or recover from the Bank in any legal action or proceeding any special, exemplary, punitive or consequential damages.

(d) The Bank hereby recognizes that the procedural requirements applicable to commencing an action against the Authority differ from requirements applicable to nongovernmental entities.

Section 7.04 Severability. If any provision of this Agreement shall be held or deemed to be or shall in fact be illegal, inoperative or unenforceable by a court of competent jurisdiction the same shall not affect any other provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatever.

Section 7.05 Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be deemed an original and all of which shall constitute but one and the same instrument.

Section 7.06 Expenses. The Authority shall pay the reasonable fees and costs of counsel for the Bank in an amount equal to \$10,000; *provided, however*, that counsel for the Bank shall submit a W-9 and an invoice for payment at least five (5) Business Days prior to the Effective Date. The Authority shall also pay (a) all reasonable out-of-pocket expenses of the Bank, including reasonable fees and expenses of counsel retained by the Bank in connection with any waiver or consent hereunder or under any Related Documents or any amendment hereof or thereof, and (b) if any Default or Event of Default occurs, all out-of-pocket expenses incurred by the Bank, including

the fees and disbursements of counsel and experts retained by the Bank in connection with such Default or Event of Default and collection and other enforcement proceedings resulting therefrom. The Authority shall also pay the fees associated with the filing of reports with the California Debt and Investment Advisory Commission in connection with the Agreement and Note.

Section 7.07 Indemnification.

(a) To the extent permitted by law, the Authority agrees to indemnify and hold harmless the Bank and its officers, directors, employees and their agents (each, an “Indemnitee”) from and against any and all claims, damages, penalties, actions, losses, liabilities, judgments, suits and reasonable costs or expenses (including, without limitation, reasonable attorney’s fees and expenses) whatsoever which an Indemnitee may incur (or which may be claimed against an Indemnitee by any person or entity whatsoever) by reason of or in connection with any action, proceeding or investigation (whether or not the Bank is a party thereto) arising from the entering into and/or performance of this Agreement or any Related Document or the use of the proceeds of the Note or the consummation of any transactions contemplated herein or in any Related Document, including, without limitation, the reasonable fees and disbursements of counsel incurred in connection with any such action, proceeding or investigation (but excluding any such claims, damages, penalties, actions, losses, liabilities, judgments, suits and reasonable costs or expenses, to the extent incurred by reason of the negligence or willful misconduct of the Indemnitee).

(b) Promptly after receipt by an Indemnitee of notice of the commencement of any action, proceeding or investigation in respect of which indemnity or reimbursement may be sought as provided above (each, an “Indemnified Claim”), such Indemnitee will notify the Authority in writing of the receipt or commencement thereof, but the failure of an Indemnitee to notify the Authority with respect to a particular action, proceeding or investigation shall not relieve the Authority from any obligation or liability which it may have pursuant to this Section 7.07 with respect to such action, proceeding or investigation, or which it may have otherwise than pursuant to this Agreement with respect to any action, proceeding, or investigation.

(c) The Authority shall be entitled, at its own expense, to participate in and control the defense of any action, proceeding or investigation with counsel reasonably satisfactory to such Indemnitee. Notwithstanding the preceding sentence, an Indemnitee will be entitled to employ counsel separate from counsel for the Authority and from any other party in such action, proceeding or investigation and to participate in the action, proceeding, or investigation, and the Authority shall bear the fees and expenses of such separate counsel (and shall pay such fees and expenses as and when incurred), only if either (i) the Indemnitee shall have reasonably concluded that there may be one or more legal defenses available to it which are different from or additional to those available to the Authority, or (ii) the Authority shall not have employed counsel reasonably satisfactory to the Indemnitee to represent the Indemnitee within a reasonable time after the Authority shall have notice of the institution of any such action, proceeding or investigation. Each Indemnitee shall cause its counsel to cooperate with the Authority in the defense of any action, proceeding or investigation to the extent consistent with its professional responsibilities. The Authority shall not be liable for the settlement by any Indemnitee of any action, proceeding or investigation effected without its consent, which consent will not be unreasonably or untimely withheld. The Authority shall not settle or compromise any action,

proceeding or investigation, or permit a default or consent to the entry of any judgment with respect thereto, unless such settlement, compromise, default or consent includes, as an unconditional term thereof, the giving by the party other than the Authority thereto of an unconditional general release to all Indemnitees from all liability in respect of such action, proceeding, or investigation.

(d) To the extent permitted by law, the Authority agrees to indemnify and hold the Bank and its officers, directors, employees and their agents harmless (on a net after-tax basis) from any present or future claim or liability for stamp, transfer, documentary, excise or other similar tax and any penalties or interest with respect thereto, which may be assessed, levied or collected by any jurisdiction in connection with the execution, delivery and performance of, or any payment made under, this Agreement, the Note and the other Related Documents, or any amendment thereto.

Section 7.08 Term of the Agreement. The obligation of the Bank to purchase Note Portions under this Agreement shall terminate on the Commitment Termination Date. Except for the Authority's obligations to indemnify the Bank and each Indemnitee, this Agreement shall terminate when all Obligations have been paid in full.

Section 7.09 Notice. Any notice, demand, direction, request or other instrument authorized or required by this Agreement to be given to or filed with the Authority or the Bank shall be deemed to have been sufficiently given or filed for all purposes, if any, when delivered by hand or three (3) Business Days after being sent by registered mail, return receipt requested, postage prepaid, and if given electronically shall be deemed given when transmitted (receipt electronically confirmed by the recipient thereof):

If to the Authority:

Big Bear Fire Authority
39707 Big Bear Blvd.
Big Bear Lake, CA 92315
Attention: Fire Chief
Phone: (909) 866-7566
E-mail: jeff.willis@bigbearfire.org

With a copy to:

Best Best & Krieger LLP
3390 University Avenue, 5th Floor
Riverside, CA 92501
Attention: Mrunal Shah
Phone: (951) 686-1450
E-mail: Mrunal.shah@bbklaw.com

If to the Bank:

EVERBANK, N.A.
301 W. Bay Street
Jacksonville, FL 32202
Attention: Trevor Mael
Phone: (530) 392-2127
E-mail: trevor.mael@everbank.com

or to such other address, telephone number or facsimile number as one party hereto shall notify the other party hereto.

Section 7.10 Holidays. Except as otherwise provided herein, whenever any payment or action to be made or taken hereunder shall be stated to be due on a day which is not a Business Day, such payment or action shall be made or taken on the next following Business Day, and such extension of time shall be included in computing interest or fees, if any, in connection with such payment or action.

Section 7.11 Survival. All representations, warranties, covenants and agreements of the Authority contained in this Agreement as amended or supplemented from time to time or made in writing in connection herewith shall survive the execution and delivery hereof shall continue in full force and effect until payment in full of the Obligations, it being understood that the agreements of the Authority found in Sections 2.07, 2.08, 2.13 and 7.06 hereof shall survive the termination of this Agreement and payment in full of the Obligations.

Section 7.12 USA PATRIOT ACT NOTIFICATION. The following notification is provided to the Authority pursuant to Section 326 of the USA Patriot Act of 2001, 31 U.S.C. Section 5318:

IMPORTANT INFORMATION ABOUT PROCEDURES FOR OPENING A NEW ACCOUNT. To help the government fight the funding of terrorism and money laundering activities, Federal law requires all financial institutions to obtain, verify, and record information that identifies each person or entity that opens an account, including any deposit account, treasury management account, loan, other extension of credit, or other financial services product. What this means for the Authority: When the Authority opens an account, if the Authority is an individual the Bank will ask for the Authority's name, taxpayer identification number, residential address, date of birth, and other information that will allow the Bank to identify the Authority, and if the Authority is not an individual the Bank will ask for the Authority's name, taxpayer identification number, business address, and other information that will allow the Bank to identify the Authority. The Bank may also ask, if the Authority is an individual to see the Authority's driver's license or other identifying documents, and if the Authority is not an individual to see the Authority's legal organizational documents or other identifying documents.

Section 7.13 No Advisory or Fiduciary Relationship. In connection with all aspects of the transactions contemplated hereby (including in connection with any amendment, waiver or other modification hereof or of any Related Document), the Authority acknowledges and agrees,

and acknowledges its Affiliates' understanding, that: (a) (i) the services regarding this Agreement provided by the Bank and any Affiliate thereof are arm's-length commercial transactions between the Authority, on the one hand, and the Bank and its Affiliates, on the other hand, (ii) the Authority has consulted its own legal, accounting, regulatory and tax advisors to the extent it has deemed appropriate, and (iii) the Authority is capable of evaluating, and understands and accepts, the terms, risks and conditions of the transactions contemplated hereby and by the Related Documents; (b) (i) the Bank and its Affiliates each is and has been acting solely as a principal and, except as expressly agreed in writing by the relevant parties, has not been, is not, and will not be acting as an advisor, agent or fiduciary, for the Authority, or any other Person and (ii) neither the Bank nor any of its Affiliates has any obligation to the Authority with respect to the transactions contemplated hereby except those obligations expressly set forth herein and in the other Related Documents; and (c) the Bank and its Affiliates may be engaged in a broad range of transactions that involve interests that differ from those of the Authority, and neither the Bank nor any of its Affiliates has any obligation to disclose any of such interests to the Authority. To the fullest extent permitted by law, the Authority, hereby waives and releases any claims that it may have against the Bank or any of its Affiliates with respect to any breach or alleged breach of agency or fiduciary duty in connection with any aspect of any transactions contemplated hereby.

Section 7.14 No Liability. The Authority agrees that none of the bank, its officers, directors, employees and their agents shall have any liability or responsibility for the acts or omissions of the Authority in respect of its use of this agreement or any amounts made available by the bank hereunder. The Bank agrees that none of the Authority, its officers, Directors, employees and their agents shall have any liability or responsibility for the acts or omissions of the Bank in respect of the performance of the Bank's obligations under this Agreement.

(Signature pages follow)

IN WITNESS WHEREOF, the parties hereto, by their officers thereunto duly authorized, have executed and delivered this Agreement, effective as of the day and year first above written.

BIG BEAR FIRE AUTHORITY

By: _____
Kristin Mandolini
Director of Business Services

*-Signature Page-
Note Purchase Agreement*

EVERBANK, N.A., [a Delaware statutory trust]

By: _____

Name: _____

Title: _____

*-Signature Page-
Note Purchase Agreement*

EXHIBIT A
FORM OF
PURCHASE NOTICE

[insert date]

EVERBANK, N.A.,

Attention: [insert contact]

Ladies and Gentlemen:

The undersigned, Big Bear Fire Authority, California (the “Authority”), refers to the Note Purchase Agreement, dated as of July 1, 2024 (as amended from time to time, the “Agreement”; the terms defined therein being used herein as therein defined), between the undersigned and EverBank, N.A. (the “Bank”), and hereby gives you notice, irrevocably, pursuant to Section 2.01(b) of the Agreement, that the undersigned hereby desires to sell to the Bank, and requests that the Bank purchase, the Note Portion described below:

- (i) The Purchase Date is _____;
- (ii) The aggregate principal amount of the Note Portion to be purchased is _____;
- (iii) The wire instructions are as follows:

ABA# _____

Account # _____

Account Name: Big Bear Fire Authority

Name and address of bank: EverBank, N.A.

The Authority hereby certifies that the following statements are true on the date hereof, and will be true on the date of the Purchase Date before and after giving effect to the purchase and sale of the Note Portion described in this Purchase Notice:

(A) The Unutilized Commitment has not expired or been terminated;

(B) (i) No Default or Event of Default has occurred and is continuing, (ii) except as otherwise provided in clause (iii) hereinbelow, all representations and warranties contained in the Agreement and in the other Related Documents are true, correct and complete in all material respects with the same effect as though such representations and warranties had been made on and as of the date hereof except to the extent a representation or warranty relates specifically to an earlier date, in which case, such representation and warranty shall have been true and correct as of

such earlier date, and (iii) (1) the Authority certifies as of the Purchase Date that a true, correct and complete copy of each of the Section 5.05 Documents provided on or prior to the Purchase Date has been furnished to the Bank; (2) the Authority certifies that the information contained in the Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) provided on or prior to the Purchase Date was accurate as of the respective dates of such information; and (3) the Director of Business Services represents as of the Purchase Date that to his or her actual knowledge, without any investigation, that the information contained in the Section 5.05 Documents (excluding any budget materials or any projected Revenues included in the statement required by Section 5.05(d)) is complete in all material respects with respect to the Revenues.

Very truly yours,

BIG BEAR FIRE AUTHORITY

By: _____
Name: _____
Title: _____

EXHIBIT B

LIST OF INFORMATION PROVIDED BY THE AUTHORITY TO EVERBANK, N.A. PURSUANT TO SECTION 4.07

1. Authority's ACFR for the Fiscal Year 2022-23.
2. Authority's Budget for the Fiscal Year 2024-25.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA10

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **APPOINTMENT OF RETURNING RETIREE AS A PAID CALL
TECHNICAL SPECIALIST**

BACKGROUND

Assistant Chief Maltby's last day of full-time employment with the Authority is June 28, 2024. Battalion Chief Luke Wagner has been selected as Chief Maltby's replacement upon his retirement. On May 18, 2024, Battalion Chief Luke Wagner was assigned to the acting Assistant Chief/Fire Marshal position to begin integrating into his new role.

DISCUSSION

The Assistant Chief/Fire Marshal position is an executive level position in which all fire prevention and risk reduction programs are managed. This position is also responsible for any and all matters related to incident investigations, employee discipline, or complaints received from the public.

The job responsibilities that come with the Fire Marshal's office are critical functions that support public safety and reduced liabilities to the Authority. It is therefore critical to ensure a seamless transition by extending Mike Maltby's employment post-retirement as a part-time employee to directly work with and train with his replacement.

Under the employees' Pension Reform Act of 2013, a retired person shall not be eligible to be employed for a period of 180 days following the date of retirement unless the employer certifies the nature of the employment, and the appointment is necessary to fill a critically needed position before 180 days have passed.

Big Bear Fire Authority certifies that the approval of Mr. Maltby's appointment to the Paid Call Technical Specialist position before 180 has passed is necessary to fill a critically needed position, ensuring continuity of fire prevention and community risk reduction programs and functions. This appointment shall not exceed 6 months in duration, ending December 13, 2024.

FISCAL IMPACT

The Paid Call Technical Specialist position is paid at \$41.65 per hour. The total cost of this position is estimated to be \$19,992. The cost is included in the 2024/25 budget and will be covered by fire prevention fees.

RECOMMENDATION

Board consideration of adopting Resolution No. BBFA2024-006 to authorize appointment of a returning retiree as a Paid Call Technical Specialist and to authorize an exception to the 180-day waiting period in accordance with California Government Code Section 7522.56

Attachment A: Resolution No. BBFA2024-006

RESOLUTION NO. BBFA2024-006

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR
FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY,
APPROVING AN EXCEPTION TO THE 180-DAY WAITING PERIOD
IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE
SECTION 7522.56**

WHEREAS, in compliance with Government Code Section 7522.56, the Board of Directors of the Big Bear Fire Authority (“BBFA”) must provide the applicable public retirement system with this certification resolution when hiring a retiree before 180 days have passed since his or her retirement date; and

WHEREAS, Michael Maltby retired from BBFA in the position of Assistant Chief/Fire Marshal, effective June 29, 2024; and

WHEREAS, Section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is December 26, 2024 for Michael Maltby, unless this certification resolution is approved by the Board of Directors; and

WHEREAS, Section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Board of Directors, BBFA, and Michael Maltby, certify that Michael Maltby has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the successor to Michael Maltby’s current position of Assistant Chief/Fire Marshal has been identified and will step into the position upon Michael Maltby’s retirement; and

WHEREAS, the Fire Chief wishes to employ Michael Maltby post-retirement to assist in transitioning the responsibilities of the Assistant Chief/Fire Marshal position to his successor, effective June 29, 2024; and

WHEREAS, no matters, issues, terms, and/or conditions related to this employment and appointment have been or will be placed on the consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum hourly rate paid to other employees performing comparable duties as listed on BBFA’s publicly available pay schedule; and

WHEREAS, the position on the pay schedule that is most comparable to the work that will be performed by Michael Maltby is Paid Call Technical Specialist for which the current

minimum hourly rate is \$41.65 and the maximum hourly rate is \$41.65 subject to any subsequent adjustment to the hourly rate as adopted by the Board of Directors; and

WHEREAS, the hourly rate to be paid to Michael Maltby will be the maximum hourly rate in effect for the Paid Call Technical Specialist position as set forth in BBFA's publicly available pay schedule, which is currently \$41.65.

NOW THEREFORE, BE IT RESOLVED THAT, the Board of Directors of the Big Bear Fire Authority hereby finds, determines and resolves as follows:

1. The Board of Directors has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The Board of Directors hereby certifies the nature of the appointment of Michael Maltby as described herein and that this appointment is necessary to assist in the transition of responsibilities to his successor to the Assistant Chief/Fire Marshal position.
3. The Board of Directors hereby waives the 180-day waiting period pursuant to Government Code Sections 7522.56(f)(1).
4. The Fire Chief is authorized to execute said agreement on behalf of the Big Bear Fire Authority, with such technical amendments as may be deemed appropriate by the Fire Chief and General Counsel.
5. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED this 11th day of June, 2024.

AYES:

NOES:

ABSENT:

ABSTAIN:

Larry Walsh
Board Chair
Big Bear Fire Authority

ATTEST:

Chardelle Smith
Board Secretary
Big Bear Fire Authority



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA11

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Chardelle Smith, Board Secretary *CS*

SUBJECT: **BIG BEAR FIRE AUTHORITY REGULAR MEETINGS ONCE A MONTH**

BACKGROUND

The Big Bear Fire Authority Board holds regular meetings on the second Tuesday in February, April, June, August, and December with a board approved per diem of \$130, per meeting, up to a maximum of four per diems in each calendar month. This includes regular meetings and advisory boards such as committees or subcommittees.

The Fire Authority was created in 2012. Since this time bi-monthly board meetings have been the standard regular board meeting frequency. For various reasons over the years, day of meeting or time of meeting has been changed to meet the needs of individual board member schedules. The meeting calendar is coordinated and set by the Board annually at its December meeting.

At the December 12th regular Board meeting, the Board converted the standing Administrative Committee to the Finance Committee and set the meeting date for the second Tuesday of the month in between regular Board meetings. This provides a conduit of focus towards Authority financial matters which are the primary matters of discussion before the Board.

DISCUSSION

At the April 17th Board Workshop, Director Melnick requested staff add a discussion item to the June meeting regarding the possibility of meeting every month, rather than bi-monthly.

Current calendar of monthly meetings are as follows:

Big Bear Fire Authority- February, April, May, June, August, October, December

Big Bear Lake Fire Protection District- May, June August, October

Fire Authority Finance Committee- January, March, July, September, November

Fire Authority Strategic Planning Ad-Hoc- March, April, May

Fire Authority Ad Hoc Personnel Committee- March, June, September, December

RECOMMENDATION

Staff recommend the Fire Authority Board discuss further and provide direction to staff.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA12

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of Big Bear Fire Authority

FROM: Kristin Mandolini, Director of Business Services *km*

SUBJECT: **RESERVE POLICY**

PURPOSE:

The purpose of this agenda item is to consider a revision of Big Bear Fire Authority's current reserve policy.

DISCUSSION:

The Big Bear Fire Authority's initial reserve policy was issued on 12/11/12 and revised on 7/1/16. It established the policy and administrative process for fund balance designations. The policy defines the various types of fund balances as non-spendable, restricted, and unrestricted. There are three sub-categories of unrestricted fund balance: committed, assigned, and unassigned.

The policy further outlines *targeted* fund balance assignments and appropriate uses. For example, at the time this policy was written, the target for the Contingency Reserve - Disaster was equal to three months of annual operating costs. Other categories with listed targets were Replacement Reserves for Vehicles and Equipment and Facilities Reserves.

At the April 17th board workshop, a discussion was held in regards to the current reserve policy and the desire to update it to reflect the current financial priorities of the Board. Staff was asked to bring the topic back to the June 11, 2024, regular board meeting.

FISCAL IMPACT

There is no fiscal impact at this time.

RECOMMENDATION:

It is recommended that the current reserve policy be assigned to the Finance Committee for further discussion and revision.

Attachment A: Administrative Instruction Number 2012-04 Reserve Policy



Big Bear Fire Authority

Administrative Instruction

Number: 2012-04
Page 1 of 4

Issued: 12-11-12
Revised:

SUBJECT: RESERVE POLICY

I. PURPOSE

This document establishes the policy and administrative process for the Big Bear Fire Authority (“Authority”) fund balance designations.

II. POLICY

Pursuant to Government Accounting Standards Board Statement Number 54 (GASB 54), Fund Balance Reporting and Government Fund Type Definitions, effective for financial statement periods beginning after June 15, 2010, this policy formalizes the reserve policy as described below:

Nonspendable Fund Balance: The nonspendable fund balance category cannot be spent either because it is not in a spendable form (e.g. Reserve for inventories) or it is the result of a legal or contractual requirement to be maintained intact. The Authority Treasurer or his/her designee is responsible for establishing and maintaining the Non-Spendable Fund Balance in accordance with Generally Accepted Accounting Principles as well as the legal and contractual requirements that are the basis for this fund balance categorization.

Restricted Fund Balance: The restricted fund balance category contains fund balance constraints externally imposed (e.g. debt covenants, grant requirements, contributor specifications) or imposed by law (e.g. constitutional provisions enabling legislation). Enabling legislation as defined in GASB 54 authorizes the collection of payment for a specific purpose. The Authority Treasurer or his/her designee is responsible for establishing and maintaining the Restricted Fund Balance in accordance with Generally Accepted Accounting Principles as well as the externally and legally imposed constraints that are the basis for this fund balance categorization. The undesignated fund balance for the Big Bear Fire Authority falls into this category (can only be used for Authority purposes).

Unrestricted Fund Balance: The unrestricted fund balance category contains fund balances that do not meet the criteria for categorization as nonspendable or restricted. Within the category of unrestricted, there are three subcategories: Committed, Assigned, and Unassigned.

Committed: The committed fund balance subcategory is established and utilized pursuant to the formal action of the governing body prior to the end of

the fiscal year (June 30). Examples of fund balances categorized as committed include contingency reserves, replacement reserves, and infrastructure improvement reserves. Contributions and uses of reserves during a fiscal period are initially established by resolution during the budget adoption process and are reevaluated and modified during the mid-year budget review with the adoption of a resolution approving mid-year budget adjustments. Budgeted contributions and uses may also be adjusted throughout the year with the consent of a simple majority of the governing body. Regardless of when formal action is made, any recommendation to establish a contribution or use of committed reserves requires formal authorization of the governing body. For each type of committed fund balance, the table below shows the targeted fund balance and appropriate uses established by this policy:

Contingency Reserve – Disaster	Equal to 3-months (25%) annual operating costs.	To ensure continuity of operations due to unplanned events or cash flow purposes.
Replacement Reserve – Authority Vehicles & Equipment	<p>Equal to 50% of the depreciated cost of existing safety vehicles & fire apparatus.</p> <p>Equal to estimated replacement cost of existing fire / incident response equipment.</p> <p>Equal to flat amount of \$250,000 for other equipment.</p>	<p>To repair, replace, upgrade or acquire safety vehicles and fire apparatus. The basis for determining the budgeted contributions is the Annual Set Aside calculation based on estimated replacement cost of existing vehicles and equipment.</p> <p>The contribution to reserves for equipment used for fire / incident assignments will be determined and placed into reserves at the end of the fiscal year only if revenue is generated from assignments. The maximum contribution will be equal to the estimated replacement cost.</p> <p>Replacement Reserves for other equipment have been established for radio, paramedic, office / computer and other equipment. Contributions to be made in years when a Authority operating surplus is available after fully funding all other categories of committed Authority reserves.</p>
Authority Fire Facility Reserve	Equal to 25% of the original cost of existing buildings.	To repair, replace or upgrade facility structures and fixtures.

It is the intent of the governing body to maintain each of the committed fund balances at the established reserve target. It is also recognized that uses of reserves temporarily reduces the balance. During the annual budget and mid-year budget processes, the governing body will replenish reserves from the receipt of reimbursements from outside sources (e.g. grant proceeds, emergency management reimbursements) or the generation of recurring surplus resulting in undesignated funds which can be used for replenishment.

Recognizing that the timing of funds available to replenish committed fund balances may not occur within a given fiscal period, this policy establishes a commitment to replenish uses of reserves to the target level within three (3) years of use, unless the governing body grants an extension. The governing body may choose to grant an extension when the timing of a reimbursement from outside parties will occur outside the three-year timeframe or undesignated funds are not available to commit. Upon granting an extension, the governing body shall establish a timeline under which replenishment must take place and the priority of replenishment should it be necessary to spread limited funds among the various types of committed fund balance.

In the event, the committed reserve balance at the end of the fiscal year is below target by 10% and undesignated funds are not available to commit and/or reimbursement of funds from an outside party is not likely to be received within three (3) years, the governing body shall devise a plan to replenish reserves to the target level.

Assigned: The assigned fund balance subcategory contains amounts that are intended to be used for a specific purpose but are neither restricted nor committed. Funds reserved for encumbrances and compensated absences are examples of assigned fund balances. Unlike the other fund balance designations, assigned fund balances do not require formal action of the governing body to establish or adjust. The governing body, by way of policy adoption, assigns authority for determining such assignments to a management position; in this case, the Authority Treasurer or his/her designee has been assigned such authority.

Unassigned: The unassigned fund balance subcategory is the residual (undesignated) fund balance in the general operating fund. This portion of the fund balance has not been restricted, limited or assigned to a specific purpose. The general operating fund is the only fund that will report a positive unassigned fund balance. The other governmental funds may report a negative unassigned fund balance if expenditures exceed the amounts restricted, committed, or assigned for the specific purpose for which the fund exists.

Recognition Criteria: For financial reporting purposes, it is necessary to establish the recognition criteria for uses of restricted and unrestricted fund balances. This policy establishes that expenditures are considered to be incurred when restricted and unrestricted fund balances are used, regardless of whether the unrestricted fund balance is categorized as committed, assigned, or unassigned. For example, the use of

vehicle replacement reserves to purchase a replacement vehicle will be considered an expenditure at the time of purchase, at which time, the use of reserved fund balances will be transferred out to cover the expenditure. Likewise, the use of contingency reserves for cash flow purposes will be transferred out to cover operating expenditures and will be considered expended at the time of transfer.



JEFF WILLIS
Fire Chief

December 11, 2012
Date



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA13

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of the Big Bear Fire Authority

FROM: Members of the Ad Hoc Strategic Planning Committee

PREPARED BY: Chardelle Smith, Board Secretary *CS*

SUBJECT: MISSION, VISION, AND MOTO STATEMENT

BACKGROUND

At the December 12, 2023 Regular Board meeting, during the Request for Proposal discussion item, it was agreed to have the Finance Committee review the Authority's vision, mission, and value statements. The Board agreed to give six months for strategic planning discussions to be held between administrative staff, labor, and board members. The Finance Committee met on January 9th and reviewed the past strategic planning draft documents. From there it was brought back to the full Board on February 13th where a motion was approved to form an Ad Hoc Committee to further discuss the departments strategic planning. This motion included the Union President, and Vice President as ex officio members as well as to publicly notice the ad hoc meetings.

The Ad Hoc Strategic Planning Committee met on March 27th, April 30th, and May 28th. During these committee meetings, discussions were held regarding the department mission, vision, and motto statements and other potential financial resources. At the March 27th committee meeting, two sub committees were formed. One sub committee to create a draft mission, vision, and motto statement and the other to look into other potential financial resources. These sub committees brought back their findings to the committee for further review.

DISCUSSION

Union Vice President Glenn Schwartzmann emailed all department personnel requesting their insight on core values the department has or should aspire to have. With these findings and committee discussion, the Ad Hoc Strategic Planning has come up with a draft mission and vision statement, core values and department motto (attachment A). With the committee recommended statements, the committee hopes the verbiage could be placed on department t-shirts, vehicles, website, social media etc.

RECOMMENDATION

Committee members recommend the Fire Authority Board review the draft mission, vision, core values, and motto statements, and move for approval.

Attachment A: Draft mission, vision, core values, and motto statements



Vision sub-committee

Big Bear Fire Authority

Mission Statement

Compassionate professionals committed to saving lives, property, and the environment through integrity and respect.

Vision Statement

BBFA pursues the pinnacle of service, providing a stronger and safer community modeling excellence through adaptability, trust, and respect.

Core values

Community, Commitment, Compassion

Motto

“Pinnacle of service”



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA14

MEETING DATE: June 11, 2024

TO: Board Chair and Directors of the Big Bear Fire Authority

FROM: Members of the Ad Hoc Strategic Planning Committee

PREPARED BY: Chardelle Smith, Board Secretary

SUBJECT: **STRATEGIC PLANNING APPROACH**

BACKGROUND

At the December 12, 2023 Regular Board meeting, during the Request for Proposal discussion item, it was agreed to have the Finance Committee review the Authority's vision, mission, and value statements. The Board agreed to give six months for strategic planning discussions to be held between administrative staff, labor, and board members. The Finance Committee met on January 9th and reviewed the past strategic planning draft documents. From there it was brought back to the full Board on February 13th where a motion was approved to form an Ad Hoc Committee to further discuss the departments strategic planning. This motion included the Union President, and Vice President as ex officio members as well as to properly notice the ad hoc meetings for public participation.

The Ad Hoc Strategic Planning Committee met on March 27th, April 30th, and May 28th. During these committee meetings, discussions were held regarding other financial resources.

DISCUSSION

The committee discussed with labor representatives and staff regarding several cost cutting considerations in combination with potential new revenue sources to increase firefighting staffing. Attachment A is a line-item summary of the principal discussion points.

RECOMMENDATION

Committee members recommend the Fire Authority Board review Attachment A, discuss and provide further direction to committee and staff.

Attachment A: Principal Discussion Points Summary

Strategic Planning Ad Hoc Update – June 11

- 1. Mission/Vision Presentation (Glen Schwartzman, Union VP) – For Board approval**
 - a. A) Mission, B) Vision, C) Core Values, D) Motto
- 2. Strategic Planning Approach (Director Putz)**
 - a. Historical Recognition
 - i. Master planning, Measure I, Agreed under resourced, Subsistence, Plan forward, Board direction
 - ii. Long term strategy plan vs shorter term triage
 - iii. Funding first vs dreams we cant afford
- 3. TRIAGE in the short term – 2 years (Jon Bidwell, Union President)**
 - a. Internal items we can control
 - b. Increase service at a cost
 - c. Save money
 - d. Increase funding
- 4. Longer term revenue (Director Putz)**
 - a. No appetite for locals to pay more
 - b. Asses (accurately burden/cost of visitors on the system
 - c. Determine fair method for visitors to pay
 - d. TOT, sales tax, Authority fees, for example
- 5. Direction From the Board**
 - a. Approve M/V statement
 - b. Move forward/implement TRIAGE
 - c. Move forward to assess tourist burden and find funding

BIG BEAR FIRE AUTHORITY
Ad Hoc Strategic Planning Committee Meeting of May 28, 2024

Staff Notes

OPEN SESSION

CALL TO ORDER

An Ad Hoc Strategic Planning Committee meeting of the Big Bear Fire Authority was called to order by Director Putz at 10:00 a.m., on May 28, 2024, at 41090 Big Bear Boulevard, Big Bear Lake, California.

Committee Board Members Present: Director Eagleson, Director Putz, Director Rowe, and Vice Chair Segovia

Ex Officio Committee Members Present: Jon Bidwell, Glenn Schwartzmann, and Andrew Crane

Committee Board Members Absent: None

Staff Present: Fire Chief Jeff Willis, Acting Assistant Chief/Fire Marshal Luke Wagner, Facilities and Systems Manager Duane Dickerson, and Board Secretary Chardelle Smith

MOMENT OF SILENCE Observed

PLEDGE OF ALLEGIANCE: Led by Director Putz

PUBLIC COMMUNICATION

None

DISCUSSION ITEMS

1. Review of Authority's Strategic Planning

Director Putz opened the meeting with background of previous committee meetings.

Mr. Schwartzman shared the second draft mission and vision statements, as well as a department motto and core values. The second draft version read as follows:

Mission Statement

Compassionate professionals committed to protecting lives, property, and the environment with integrity and honor.

Vision Statement

BBFA is a pinnacle of service, providing a stronger and safer community by modeling excellence through adaptability, trust, and respect.

Core values

Pride, Honor, Respect, Community

Motto

"Pinnacle of service"

Discussion ensued regarding the core values and the mission statement having duplicated words. It was stated the vision statement reads as present tense rather than future tense. The vision statement was discussed and some words were replaced or added to read as a future tense statement. It was suggested, once the verbiage is Board approved, the department place them on the meeting room wall, on apparatus, on the department t-shirts, department letterhead and more.

Mr. Bidwell shared his document labeled Money Sources and Financial Growth. Bidwell reviewed each bullet point with the Committee.

Discussion ensued regarding each bullet point under the section Inside Financial Growth and how it can place money back into the department funds. For the revenue section of the document, the Committee focused on the bullet points that could potentially be implemented as a short-term two-year implementation vs long term financial resource.

Public Comment:

Matt Sheehan commented the ski resorts are aware they are one of the most injury producing resorts in the country. He suggested we pursue them for financial growth.

Vice Chair Segovia left the meeting at 12:26 p.m.

ACTION: By consensus, the Ad Hoc Strategic Planning Committee agreed to update the second version of the draft mission and vision statements and bring the final draft version to the full Board for approval at the June 11th meeting; to provide a list of potential financial growth options and request Board approval for the Ad Hoc Strategic Planning Committee to continue meeting for further financial discussion.

ADJOURNMENT

With no further business to come before the Ad Hoc Strategic Planning Committee, Director Putz adjourned the meeting at 12:40 p.m.